

# **CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

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DISTRICT OFFICE · 3434 COLWELL AVENUE · SUITE 200 · TAMPA, FLORIDA 33614

## **CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

**BOARD OF SUPERVISORS  
MEETING  
MARCH 24, 2015**

**CORDOBA RANCH  
COMMUNITY DEVELOPMENT DISTRICT AGENDA  
MARCH 24, 2015 9:30 a.m.**

Cordoba Ranch Model Center located at  
2516 Cordoba Ranch Blvd. Lutz, FL 33559

<b>District Board of Supervisors</b>	Barry Karpay Garth Noble Heather Jaxheimer-Mills Matt Lovo Rick Woodley	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
<b>District Manager</b>	Joseph Roethke	Rizzetta & Company, Inc.
<b>District Counsel</b>	Vivek Babbar or Tracy Robin	Straley & Robin
<b>District Engineer</b>	Todd Amaden	Landmark Engineering, LLC

**All Cellular phones and pagers must be turned off while in the meeting room.**

**The District Agenda is comprised of five different sections:**

The meeting will begin promptly at **9:30 a.m.** with the first section which is called **Audience Comments**. The Audience Comment portion of the agenda is where individuals may comment on matters that concern the District. Each individual is limited to three (3) minutes for such comment. The Board of Supervisors or Staff is not obligated to provide a response until sufficient time for research or action is warranted. IF THE COMMENT CONCERNS A MAINTENANCE RELATED ITEM, THE ITEM WILL NEED TO BE ADDRESSED BY THE DISTRICT MANAGER OUTSIDE THE CONTEXT OF THIS MEETING. The second section is called **Business Administration**. The Business Administration section contains items that require the review and approval of the District Board of Supervisors as a normal course of business. The third section is called **Business Items**. The business items section contains items for approval by the District Board of Supervisors that may require discussion, motion and votes on an item-by-item basis. The fourth section is called **Staff Reports**. This section allows the District Manager, Engineer, and Attorney to update the Board of Supervisors on any pending issues that are being researched for Board action. Occasionally, certain items for decision within this section are required by Florida Statute to be held as a Public Hearing. During the Public Hearing portion of the agenda item, each member of the public will be permitted to provide one comment on the issue, prior to the Board of Supervisors' discussion, motion and vote. Agendas can be reviewed by contacting the Manager's office at (813) 933-5571 at least seven days in advance of the scheduled meeting. Requests to place items on the agenda must be submitted in writing with an explanation to the District Manager at least fourteen (14) days prior to the date of the meeting. The final section is called **Supervisor Requests**. This is the section in which the Supervisors may request Staff to prepare certain items in an effort to meet residential needs.

Public workshops sessions may be advertised and held in an effort to provide informational services. These sessions allow staff or consultants to discuss a policy or business matter in a more informal manner and allow for lengthy presentations prior to scheduling the item for approval. Typically no motions or votes are made during these sessions.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the District Office at (813) 933-5571, at least 48 hours before the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1 (800) 955-8770, who can aid you in contacting the District Office.

Any person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that this same person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

**CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**  
**DISTRICT OFFICE • 3434 COLWELL AVENUE • SUITE 200 • TAMPA, FL 33614**

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**Board of Supervisors**  
**Cordoba Ranch Community**  
**Development District**

March 16, 2015

**AGENDA**

Dear Board Members:

The regular meeting of the Board of Supervisors of the Cordoba Ranch Community Development District will be held on **Tuesday, March 24, 2015 at 9:30 a.m.** at the Cordoba Ranch Model Center located at 2516 Cordoba Ranch Blvd, Lutz, FL 33559. The following is the agenda for the meeting.

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS**
- 3. BUSINESS ADMINISTRATION**
  - A. Consideration of the Minutes of the Board of Supervisors' Regular Meeting held on February 24, 2015 .....Tab 1
  - B. Consideration of Operation and Maintenance Expenditures for February 2015 .....Tab 2
- 4. BUSINESS ITEMS**
  - A. Pond Update.....Tab 3
  - B. Consideration of Proposals for Erosion Repairs for Ponds .....Tab 4
  - C. Consideration of Addendum to Pond Service Contract .....Tab 5
  - D. Landscaping Update
  - E. Ratification of Proposal for OTC Palm Treatment .....Tab 6
  - F. Consideration Plant Replacement from ValleyCrest .....Tab 7
  - G. Consideration of Proposal for Palm Tree Replacement.....Tab 8
  - H. Consideration of Proposals for Landscape Enhancements to the Executive Entry.....Tab 9
  - I. Discussion Regarding Entryway Lighting
  - J. Presentation of Envera Systems Visitor Report .....Tab 10
  - K. Discussion Regarding Cover for Visitors Kiosk
  - L. Discussion Regarding Procedure for Windshield Stickers
  - M. Consideration of Proposals for Website Services .....Tab 11
- 5. STAFF REPORTS**
  - A. District Counsel
  - B. District Engineer
  - C. District Manager
- 6. SUPERVISOR REQUESTS**
- 7. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

*Joseph Roethke*

Joseph Roethke  
District Manager

## **Tab 1**



**MINUTES OF MEETING**

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**CORDOBA RANCH  
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Cordoba Ranch Community Development District was held on **Tuesday, February 24, 2015 at 9:37 a.m.** at the Cordoba Ranch Model Center located at 2516 Cordoba Ranch Blvd, Lutz, FL 33559.

Present and constituting a quorum:

Garth Noble	<b>Board Supervisor, Vice Chairman</b>
Matt Lovo	<b>Board Supervisor, Assistant Secretary</b>
Heather Jaxheimer-Mills	<b>Board Supervisor, Assistant Secretary</b>

Also present was:

Joseph Roethke	<b>District Manager, Rizzetta &amp; Company, Inc.</b>
Tracy Robin	<b>District Counsel, Straley &amp; Robin (<i>via phone</i>)</b>
Katie France	<b>Landmark Engineering</b>
Debi Hudrlik	<b>Standard Pacific Homes</b>

**FIRST ORDER OF BUSINESS**

**Call to Order**

Mr. Roethke called the meeting to order and read roll call.

**SECOND ORDER OF BUSINESS**

**Audience Comments**

There were no Audience members present.

**THIRD ORDER OF BUSINESS**

**Consideration of the Minutes of the Board  
of Supervisors' Regular Meeting held on  
January 27, 2015**

Ms. Hudrlik mentioned a minor typo on the 9<sup>th</sup> order of business. Mr. Roethke will have this corrected.

On a Motion by Mr. Noble, seconded by Mr. Lovo, with all in favor, the Board approved, as amended, the Minutes from the Board of Supervisors' Regular Meeting held on January 27, 2015 for Cordoba Ranch Community Development District.

**FOURTH ORDER OF BUSINESS**

**Consideration of the Operation and  
Maintenance Expenditures for January  
2015**

On a Motion by Mr. Noble, seconded by Mr. Lovo, with all in favor, the Board ratified the Operation and Maintenance Expenditures for January 2015 (\$26,095.78) for Cordoba Ranch Community Development District.

**FIFTH ORDER OF BUSINESS**

**Pond Update**

Mr. Roethke presented the pond maintenance report to the Board. There was a note that pond 180 is in need of some erosion repairs. Mr. Roethke will request proposals for this repair.

The new fountains are installed and are set to run from 7am-11pm, with the lights on from 6pm-11pm. The Board would like to change the times of the fountains to run from 10am –10pm, with the lights on from 8pm - 10pm.

**SIXTH ORDER OF BUSINESS**

**Consideration of Proposal for Erosion  
Repair**

Mr. Roethke presented several proposals for erosion repair and grate replacement. The grate replacement has already been completed, so no board decision is required on that proposal. A discussion ensued regarding the erosion repair proposals. The Board would like to see apples-to-apples proposals (including square footage of sod to be used) for the erosion repair proposals at ponds 110, 130, 180, and additional repairs to areas near pond 220. Mr. Roethke will bring these to the next meeting.

On a Motion by Mr. Noble, seconded by Mr. Lovo, with all in favor, the Board ratified the proposal from Briken Construction for grate replacement at pond 240A at a cost of (\$400.00) for Cordoba Ranch Community Development District.

**SEVENTH ORDER OF BUSINESS**

**Landscaping Update**

Mr. Roethke provided an update on landscaping issues for the Board. As per the discussion regarding the magnolia trees from the previous meeting, one of the suggestions was to re-plant the trees higher to increase their life span. Operations Manager, Tyree Brown, reported to the District Manager that there is a very small chance of survival, and it may cost more to replant them instead of replacing them. Mr. Roethke will ask Mr. Brown for a plant count of trees that may need to be replaced.

**EIGHTH ORDER OF BUSINESS**

**Consideration of Proposal for Landscape Enhancements from ValleyCrest**

Mr. Roethke presented a proposal from ValleyCrest for replacing plants in the island. The current vegetation had been eaten by deer, and this proposal was recommended by ValleyCrest if the deer continue to eat the plants in these islands. The Board would like ValleyCrest to confirm that this proposal represents the best option for plant installations that will not be eaten by deer in the future. No Board action was taken at this time.

**NINTH ORDER OF BUSINESS**

**Consideration of Proposal for Website Services**

Mr. Roethke presented a proposal for website services from Rizzetta Technology Services to the Board. The Board would like to see additional proposals for website services and requested District Counsel to provide this at the next meeting.

**TENTH ORDER OF BUSINESS**

**Consideration of Proposal for Public Facilities Report**

Mr. Roethke presented a proposal from the District Engineer for a Public Facilities Report. This report is required by statute to be completed every 5-7 years, and there is currently none on file for Cordoba Ranch. A discussion ensued.

On a Motion by Mr. Noble, seconded by Mr. Lovo, with all in favor, the Board approved the proposal from Landmark Engineering for a Public Facilities Report at a cost of (\$1,500.00) for Cordoba Ranch Community Development District.

**ELEVENTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

Mr. Robin discussed the status of the underfunding issue from the previous year's audit. Rizzetta's accounting team confirmed that the letter from the trustee will cover any potential audit issues going forward. District Staff will work on the wording of the note to be included in the audit.

A discussion ensued regarding a fence request from a homeowner that passes through a CDD drainage easement. The District Engineer reviewed the site and confirmed the fence will not impede on any drainage requirements in this area.

On a Motion by Mr. Noble, seconded by Ms. Jaxheimer-Mills, with all in favor, the Board authorized the fence request from 17825 Newcastle Field Drive pending the execution and recording of an easement encroachment agreement to be drafted by District Counsel for Cordoba Ranch Community Development District.

Mr. Noble notified Mr. Robin that there is a driveway of lot 6 in block 22 that crosses over a CDD drainage easement. Mr. Robin will work on an agreement that grants right of use to this area by the homeowner.

A discussion ensued regarding the use of golf carts on CDD property.

B. District Engineer  
No report.

C. District Manager  
Mr. Roethke noted that the next regularly scheduled meeting will be held on Tuesday, March 24, 2015 at 9:30 a.m. at the Cordoba Ranch Model Center, located at 2516 Cordoba Ranch Boulevard, Lutz, Florida 33559.

**SEVENTEENTH ORDER OF BUSINESS**

**Supervisor Requests**

There were no supervisor requests.

**EIGHTEENTH ORDER OF BUSINESS**

**Adjournment**

On a Motion by Mr. Noble seconded by Mr. Lovo, with all in favor, the Board adjourned the meeting at 10:34 am for Cordoba Ranch Community Development District.
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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## **Tab 2**

# CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT

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3434 COLWELL AVENUE · SUITE 200 · TAMPA, FL 33614

## **Operation and Maintenance Expenditures February 2015 For Board Approval**

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2015 through February 28, 2015. This does not include expenditures previously approved by the Board.

The total items being presented: **\$22,112.95**

Approval of Expenditures:

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\_\_\_\_\_ Chairman

\_\_\_\_\_ Vice Chairman

\_\_\_\_\_ Assistant Secretary

# Cordoba Ranch Community Development District

## Paid Operation & Maintenance Expenditures

February 1, 2015 Through February 28, 2015

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Aquagenix	1400	1237789	Aquatic Service 02/15	\$ 975.00
Armstrong Environmental Services, Inc.	1396	10290	Lake/Wetland Services 01/15	\$ 850.00
Envera Systems	1398	636246	Gate Access Monitoring 03/15	\$ 935.00
Rizzetta & Company, Inc.	1391	17569	District Management Services 02/15	\$ 3,776.75
Stahl & Associates	1401	33307	SWFWMD Maint Bond FY 15/16	\$ 1,500.00
Straley & Robin	1392	11765	General/Monthly Legal Services 01/15	\$ 160.00
Tampa Bay Times	1394	108565 01/15	108565 Legal Advertising 01/15	\$ 46.24
Tampa Electric Company	1393	Summary 01/15	Electric Summary 01/15	\$ 4,932.72
ValleyCrest Landscape Maintenance	1397	4690596	Landscape Replacement	\$ 710.00
ValleyCrest Landscape Maintenance	1402	4696916	Grounds Maintenance 02/15	\$ 7,962.25
ValleyCrest Landscape Maintenance	1402	4704720	Remove/Dispose of Trash	\$ 140.00
Verizon	1395	0671704134 02/15	Acct# 0671704134 02/15	\$ 124.99
<b>Report Total</b>				<b><u>\$ 22,112.95</u></b>

**Remit To:**

100 N Conahan Drive  
Hazleton, PA 18201  
570-459-1112 FAX 570-459-0321  
www.dbiservices.com/aquagenix

Please include our Invoice Number on your check

# Invoice

**Number**  
1237789

**Date**  
01-FEB-15

**Customer PO**

**Cust # 67055**

Cordoba Ranch CDD  
Joe Roethke  
C/O Rizzetta & Company  
3434 Colwell Avenue, #200  
Tampa FL 33614

**Referral.**

Cordoba Ranch  
CDD

Quantity	Description	Unit Price	Amount
1	Aquatics Service	975.00	\$975.00
<div>RECEIVED FEB 12 2015 Date Rec'd Rizzetta &amp; Co., Inc. D/M approval <u>gr</u> Date <u>2/16</u> Date entered <u>FEB 13 2015</u> Fund <u>001</u> GL <u>53800</u> OC <u>4605</u> Check # _____</div>			
Subtotal			\$975.00
Tax			\$0.00
Total			\$975.00
TERMS -NET30: A Service Charge of 1 1/2% Per Month is Charged on Past Due Accounts (Annual Rate 18%)			

**Central Florida Branch Office**  
St. Cloud, FL.  
(407) 892-0136

**Southeast Florida Branch Office**  
Fort Lauderdale, FL  
(954) 943-5118

**West Central Florida Branch Office**  
Sarasota, FL  
(941) 371-8081

**Southwest Florida Branch Office**  
Ft. Myers, FL  
(239) 561-1420

**West Palm/Treasure Coast Office**  
West Palm Beach, FL  
(561) 881-1291

**Tampa Bay Area Branch Office**  
Tampa, FL  
(813) 627-8710

**North Florida Branch Office**  
Jacksonville, FL  
(904) 262-2001

**Carolinas Branch Office**  
Myrtle Beach, SC  
(843) 651-9220

**LAKE MANAGEMENT ~ AQUATIC SERVICES ~ ENVIRONMENTAL PLANNING**



Armstrong Environmental Services, Inc.

Invoice

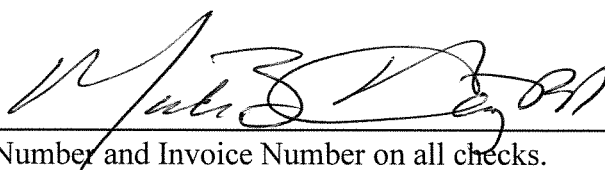
P.O. Box 518

Safety Harbor, Florida 34695

Date	Invoice #
1/31/2015	10290

<b>Bill To</b>
Cordoba Ranch CDD 3434 Colwell Avenue Suite 200 Tampa, FL 33614

Due Date	P.O. No.	Terms	Project
1/31/2015		net 15 days	133-004D Cordoba ...

Quantity	Description	Rate	Amount
	Cordoba Ranch CDD-Wetland/Mitigation Maintenance Services Treatment Dates: 01-20-15	550.00	550.00
	Haul Route Mitigation Maintenance Treatment Dates: 01-20-15	300.00	300.00
<p>RECEIVED FEB 05 2015 Date Rec'd Rizzetta &amp; Co., Inc. D/M approval <u>gr</u> Date <u>2/6</u> Date entered <u>FEB 06</u> 2015 Fund <u>001</u> GL <u>53800</u> OC <u>4606</u> Check # _____</p> 			
Please place Customer Number and Invoice Number on all checks.		<b>Total</b>	\$850.00

**Envera**  
8132 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0743

Invoice / Statement	
Invoice Number <b>636246</b>	Date <b>02/01/2015</b>
Customer Number <b>300068</b>	Due Date <b>03/01/2015</b>

Page 1

Customer Name	Customer Number	P.O. Number	Invoice Number	Due Date
Cordoba Ranch CDD	300068		636246	03/01/2015

Quantity	Description	Rate	Amount
	<i>Cordoba Ranch CDD, 2502 Cordoba Ranch Blvd, Lutz, FL</i>		
1.00	Gate Access Monitoring 736, 03/01/2015 - 03/31/2015	775.00	775.00
1.00	Additional Residents 736, 03/01/2015 - 03/31/2015	160.00	160.00
	Sales Tax		0.00
	Payments/Credits Applied		0.00
<b>Invoice Balance Due:</b>			<b>\$935.00</b>

#### IMPORTANT MESSAGES

Important Numbers to Know:

Billing Questions: (941) 556-0743  
Service: (941) 556-0734

**RECEIVED**  
**FEB 09 2015**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
O/M approval GR Date 2/16  
Date entered \_\_\_\_\_ **FEB 11 2015**  
Fund 001 GL 52900 OC 4904  
Check # \_\_\_\_\_ 4712

Date	Invoice #	Description	Current Invoice	Balance Due
02/01/2015	636246	Alarm Monitoring Services	\$935.00	\$935.00

**Envera**  
8132 Blaikie Court  
Sarasota, FL 34240  
(941) 556-0743

Return Service Requested

Invoice / Statement	
Invoice Number <b>636246</b>	Date <b>02/01/2015</b>
Customer Number <b>300068</b>	Due Date <b>03/01/2015</b>

**Net Due: \$935.00**

**Amount Enclosed: \_\_\_\_\_**

\*\*\*\*\*MIXED AADC 440  
004211  
CORDOBA RANCH CDD  
C/O RIZZETTA & CO  
ATTN: MATTHEW HUBER  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

REMIT TO:

ENVERA  
PO BOX 2086  
HICKSVILLE NY 11802-2086

**RIZZETTA & COMPANY, INC.**

5020 W Linebaugh Avenue

Suite 200

Tampa, FL 33624

DATE	INVOICE NO.
2/1/2015	17569

BILL TO
<b>CORDOBA RANCH</b> <b>COMMUNITY DEVELOPMENT DISTRICT</b> 3434 Colwell Avenue, Suite 200 Tampa, Florida 33614

TERMS	PROJECT
Due Upon Rec't	325 - CDD

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
DM ADMIN ACTG FC	<b>PROFESSIONAL FEES:</b>			
	District Management Services		1,737.25	1,737.25
	Administrative Services		491.00	491.00
	Accounting Services		1,057.50	1,057.50
	Financial Consulting Services		491.00	491.00
	Services for the period February 1, 2015 through February 28, 2015			
<div style="text-align: right;"> <b>RECEIVED</b>  <b>JAN 27 2015</b>            Date Rec'd Rizzetta &amp; Co., Inc. _____            P/M approval <u>GR</u> Date <u>2/3</u>            Date entered <u>---</u> <b>FEB 02 2015</b>            Fund <u>001</u> GL <u>51300</u> OC <u>Various</u>            Check # _____         </div>				
			<b>Total</b>	<b>\$3,776.75</b>



**Stahl & Associates Insurance**  
3939 Tampa Road  
Oldsmar, FL 34677  
Phone : 813-818-5300 Fax : 813-818-5396

<b>INVOICE # 33307</b>		<b>Page 1</b>
ACCOUNT NO. <b>CORDO-1</b>	OP <b>PP</b>	DATE <b>02/13/15</b>
<b>Bond</b>		
POLICY # <b>41296587</b>		
COMPANY <b>Universal Service Agency Inc</b>		
EFFECTIVE <b>03/10/15</b>	EXPIRATION <b>03/10/16</b>	BALANCE DUE ON <b>02/13/15</b>

**Cordoba Ranch CDD**  
c/o Rizzetta & Co  
3434 Colwell Ave Suite 200  
Tampa, FL 33614

Itm #	Eff Date	Trn	Type	Description	Amount
592331	03/10/14	REN	BOND	2015-16 SWFWMD MAINT BOND	\$ 1,500.00
Invoice Balance:					\$ 1,500.00

**RECEIVED**  
**FEB 16 2015**

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
D/M approval GR Date 2/20  
Date entered FEB 17 2015  
Fund 001 GL 53800 OC 4606  
Check # \_\_\_\_\_

Please make check payable to Stahl & Associates, and remit directly to our office for processing by **03/03/15**. Thank you.

# STRALEY & ROBIN

Attorneys At Law  
1510 W. Cleveland Street  
Tampa, Florida 33606  
Telephone (813) 223-9400 \* Facsimile (813) 223-5043  
Federal Tax Id. - 20-1778458

CORDOBA RANCH CDD  
C/O RIZZETTA & COMPANY  
3434 COLWELL AVENUE  
SUITE 200  
TAMPA, FLORIDA 33614

January 22, 2015  
Client: 001286  
Matter: 000001  
Invoice #: 11765

Page: 1

RE: GENERAL

For Professional Services Rendered Through January 15, 2015

## SERVICES

Date	Person	Description of Services	Hours	
12/22/2014	TJR	EXCHANGE COMMUNICATIONS WITH J. ROETHKE RE LEGAL DESCRIPTIONS FOR BILLBOARD EASEMENT.	0.2	
01/05/2015	LH	PREPARE DRAFT QUARTERLY REPORT TO DISSEMINATION AGENT FOR PERIOD ENDING DECEMBER 31, 2014.	0.2	
01/14/2015	TJR	TELEPHONE CONFERENCE WITH J. ROETHKE RE MEETING AGENDA AND WEB SITE MAINTENANCE PROPOSAL.	0.2	
Total Professional Services			0.6	\$160.00

## PERSON RECAP

Person		Hours	Amount
TJR	Tracy J. Robin	0.4	\$132.00
LH	Lynn Hoodless	0.2	\$28.00

January 22, 2015

Client: 001286

Matter: 000001

Invoice #: 11765

Page: 2

Total Services	\$160.00	
Total Disbursements	\$0.00	
Total Current Charges		\$160.00
<b>PAY THIS AMOUNT</b>		<b>\$160.00</b>

*Please Include Invoice Number on all Correspondence*

RECEIVED  
JAN 26 2015

McCormick & Co., Inc.  
M-approval GR Date 2/3  
re entered FEB 02 2015  
no 001 GI 51400 OC 3107

10010856500000000000697041801000004624008000?

Cordoba Ranch CDD		TECO				JAN 15
Account Number	Invoice Date	Due Date	Amount	Period Covered	Location	GL Account
1661 0623270	01/26/15	02/16/15	\$ 147.12	12/22/14-01/23/15	2502 Cordoba Ranch BL	4301
1661 0631100	01/26/15	02/16/15	\$ 24.72	12/22/14-01/23/15	3045 Cordoba Ranch BL PMP	4301
1661 0598302	01/26/15	02/16/15	\$ 36.72	12/22/14-01/23/15	2802 Cordoba Ranch BL	4301
1661 0625050	01/26/15	02/16/15	\$ 4,724.16	12/22/14-01/22/15	Street Lights PH1 & 1A	4307
<b>TOTAL</b>						
53100	4301	\$208.56	GL	Utility		
53100	4307	\$4,724.16	GL	Street Lights		
		<b>\$4,932.72</b>				

**RECEIVED**

**JAN 29 2015**

Date Rec'd Hizzetta & Co., Inc. \_\_\_\_\_

D/M approval GR Date 2/3

Date entered - - FEB 02 2015

Fund 001 GL53100 OC4301

Check # 53100 4307



# Your Electric Bill

We appreciate the opportunity to serve you.

LIFE RUNS ON ENERGY®

**TECO**  
TAMPA ELECTRIC

Visit our  
Web site at  
**tampaelectric.com**  
4071-14207

## Average kWh per day

Jan 2015	31
Dec	25
Nov	43
Oct	58
Sep	59
Aug	61
Jul	61
Jun	59
May	44
Apr	48
Mar	58
Feb	41
Jan 2014	34

## Report a malfunctioning streetlight:

Tampa Electric's "Lights Out?" form at **tampaelectric.com** makes it easy to report a malfunctioning light. Simply answer a few questions, and provide the ID number located on the light pole, or provide the nearest address or landmark. If you prefer to reach us by phone, please call: (813) 223-0800 in Hillsborough, (863) 299-0800 in Polk, or 1-888-223-0800 all other counties.



Account No.  
1661 0623270

**New Charges**  
\$147.12  
**Payable by Feb 16**

**Total Bill Amount**  
\$147.12

## January Billing Information:

720084

CORDOBA RANCH COMMUNITY  
2502 CORDOBA RANCH BL  
LUTZ FL 33559-0000

Account Number  
1661 0623270

Statement Date  
Jan 26, 2015

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	32 day period
H83726	28450	27455	995	1	

**Next Read Date On Or About Feb 20, 2015** Total kWh Purchased 995

Account Activity	Explanation	Charge	Total
Previous Balance		75.66	
Payments Received - Thank You	As of January 26, 2015	-75.66	
			<b>\$0.00</b>

**New Charges Due by Feb 16, 2015** Service from Dec 22 to Jan 23

Basic Service Charge	General Service 200 Rate	18.00	
Energy Charge	995 kWh @ \$.05793/kWh	57.64	
Fuel Charge	995 kWh @ \$.03874/kWh	38.55	
<b>Electric Service Cost</b>		<b>\$114.19</b>	
Florida Gross Receipts Tax	Based on \$114.19	2.93	
<b>This Month's Charges</b>			<b>\$117.12</b>

*Amount not paid by due date may be assessed a late payment charge.*

<b>Non-Energy Charges</b>	Zap Cap ID: 000296804		
Non-Energy Previous Balance		20.10	
Non-Energy Payments	As of January 26, 2015	-20.10	
Zapcap 120/208 1ph-m	1 @ \$30.00	30.00	
Non-Energy Sales Tax	(Based On \$.00)	0.00	
<b>This Months Non-Energy Balance</b>			<b>\$30.00</b>
<b>Total Due</b>			<b>\$147.12</b>

**Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)**

## This New Year brings lower electric rates

Visit **TampaElectric.com/Rates** to download important information about a reduction to your 2015 electric bill. The changes to your rates are part of an annual adjustment approved by the Florida Public Service Commission to reflect the prices of fuel and other factors.

RECEIVED

JAN 29 2015

Date Rec'd Mizzella & Co., Inc.

O/M approval \_\_\_\_\_ Date \_\_\_\_\_

Date entered \_\_\_\_\_

Fund \_\_\_\_\_ GL \_\_\_\_\_ OC \_\_\_\_\_

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

Thank you

720084

Mail Payment To:  
P.O. Box 31318  
Tampa, FL 33631-3318

4071-14207 14207-1047



CORDOBA RANCH COMMUNITY  
c/o PETER WILLIAMS  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390



1 1100 04 1661 0623270 0000147.12

# Your Electric Bill

We appreciate the opportunity to serve you.

LIFE RUNS ON ENERGY®

**TECO**  
TAMPA ELECTRIC

Visit our  
Web site at  
**tampaelectric.com**  
4071-14209

## Average kWh per day

Jan 2015	2
Dec	2
Nov	3
Oct	1
Sep	1
Aug	2
Jul	1
Jun	8
May	9
Apr	14
Mar 2014	1

## Report a malfunctioning streetlight:

Tampa Electric's "Lights Out?" form at **tampaelectric.com** makes it easy to report a malfunctioning light. Simply answer a few questions, and provide the ID number located on the light pole, or provide the nearest address or landmark. If you prefer to reach us by phone, please call: **(813) 223-0800** in Hillsborough, **(863) 299-0800** in Polk, or **1-888-223-0800** all other counties.



Account No.  
1661 0631100

**New Charges**  
**\$24.72**  
**Payable by Feb 16**

**Total Bill Amount**  
**\$24.72**

## January Billing Information:

720086

CORDOBA RANCH COMMUNITY  
3045 CORDOBA RANCH BL PMP  
LUTZ FL 33559-0000

Account Number  
1661 0631100

Statement Date  
Jan 26, 2015

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	32 day period
K34725	01383	01320	63	1	

**Next Read Date On Or About Feb 20, 2015** Total kWh Purchased **63**

Account Activity	Explanation	Charge	Total
Previous Balance		23.33	
Payments Received - Thank You	As of January 26, 2015	-23.33	
			<b>\$0.00</b>

## New Charges Due by Feb 16, 2015 Service from Dec 22 to Jan 23

Basic Service Charge	General Service 200 Rate	18.00
Energy Charge	63 kWh @ \$.05793/kWh	3.66
Fuel Charge	63 kWh @ \$.03874/kWh	2.44
<b>Electric Service Cost</b>		<b>\$24.10</b>
Florida Gross Receipts Tax	Based on \$24.10	0.62
<b>This Month's Charges</b>		<b>\$24.72</b>

*Amount not paid by due date may be assessed a late payment charge.*

**Total Due** **\$24.72**

**Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)**

## This New Year brings lower electric rates

Visit **TampaElectric.com/Rates** to download important information about a reduction to your 2015 electric bill. The changes to your rates are part of an annual adjustment approved by the Florida Public Service Commission to reflect the prices of fuel and other factors.

RECEIVED  
JAN 29 2015

Date Rec'd Hizzetta & Co., Inc. \_\_\_\_\_  
WM approval \_\_\_\_\_ Date \_\_\_\_\_  
Date entered \_\_\_\_\_  
und \_\_\_\_\_ GL \_\_\_\_\_ OC \_\_\_\_\_  
Book # \_\_\_\_\_

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

720086

Mail Payment To:  
P.O. Box 31318  
Tampa, FL 33631-3318

4071-14209 14209-1049



CORDOBA RANCH COMMUNITY  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390

11

1 1800 09 1661 0631100 0000024.72



# Your Electric Bill

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**TECO**  
TAMPA ELECTRIC

Visit our  
Web site at  
**tampaelectric.com**

4071-14206

## Average kWh per day

Jan 2015	6
Dec	9
Nov	9
Oct	8
Sep	7
Aug	8
Jul	7
Jun	20
May	6
Apr	6
Mar	4
Feb	4
Jan 2014	3

## Report a malfunctioning streetlight:

Tampa Electric's "Lights Out?" form at **tampaelectric.com** makes it easy to report a malfunctioning light. Simply answer a few questions, and provide the ID number located on the light pole, or provide the nearest address or landmark. If you prefer to reach us by phone, please call: **(813) 223-0800** in Hillsborough, **(863) 299-0800** in Polk, or **1-888-223-0800** all other counties.



Account No.  
1661 0598302

New Charges  
\$36.72

Payable by Feb 16

Total Bill Amount  
\$36.72

## January Billing Information:

720083

CORDOBA RANCH COMMUNITY  
2802 CORDOBA RANCH BL  
LUTZ FL 33559-0000

Account Number  
1661 0598302

Statement Date  
Jan 26, 2015

Meter Number	Current Reading	Previous Reading	Diff.	Multi.	32 day period
B67927	21901	21717	184	1	

Next Read Date On Or About Feb 20, 2015 Total kWh Purchased 184

Account Activity	Explanation	Charge	Total
Previous Balance		41.62	
Payments Received - Thank You	As of January 26, 2015	-41.62	
			\$0.00

## New Charges Due by Feb 16, 2015 Service from Dec 22 to Jan 23

Basic Service Charge	General Service 200 Rate	18.00
Energy Charge	184 kWh @ \$.05793/kWh	10.67
Fuel Charge	184 kWh @ \$.03874/kWh	7.13
Electric Service Cost		\$35.80
Florida Gross Receipts Tax	Based on \$35.80	0.92
This Month's Charges		\$36.72

Amount not paid by due date may be assessed a late payment charge.

Total Due \$36.72

Customer Service - Business Hillsborough Co: 813.228.1010. All Other: 1.866.TECO.BIZ (866.832.6249)

## This New Year brings lower electric rates

Visit **TampaElectric.com/Rates** to download important information about a reduction to your 2015 electric bill. The changes to your rates are part of an annual adjustment approved by the Florida Public Service Commission to reflect the prices of fuel and other factors.

RECEIVED  
JAN 29 2015

TECO Utility & Co., Inc.  
M approval \_\_\_\_\_ Date \_\_\_\_\_  
M approval \_\_\_\_\_  
M approval \_\_\_\_\_  
M approval \_\_\_\_\_  
M approval \_\_\_\_\_

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

720083

Mail Payment To:  
P.O. Box 31318  
Tampa, FL 33631-3318

4071-14206 14206-1046



CORDOBA RANCH COMMUNITY  
c/o PETER WILLIAMS  
3434 COLWELL AVE STE 200  
TAMPA FL 33614-8390



1 1100 01 1661 0598302 0000036.72

# Your Electric Bill

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**TECO**  
TAMPA ELECTRIC

Visit our  
Web site at  
**tampaelectric.com**  
4071-14208

## January Billing Information:

720085

CORDOBA RANCH CDD  
CORDOBA RANCH PH 1 & 1A  
LUTZ FL 33559-0000

Account Number  
1661 0625050

Statement Date  
Jan 26, 2015

Account Activity	Explanation	Charge	Total
Previous Balance		4,451.83	
Payments Received - Thank You	As of January 26, 2015	-4,451.83	
			<b>\$0.00</b>
<b>New Charges Due by Feb 16, 2015</b>		<b>Service for 31 days from Dec 22 to Jan 22</b>	
Lighting Service Items LS-1	133 Lights, 133 Poles	4,313.19	
Energy Flat Charge		175.56	
Fuel Charge	5,852 kWh @ \$.03830/kWh	224.77	
Florida Gross Receipts Tax	Based on \$400.33	10.64	
<b>This Month's Charges</b>			<b>\$4,724.16</b>
<i>Amount not paid by due date may be assessed a late payment charge.</i>			
<b>Total Due</b>			<b>\$4,724.16</b>

RECEIVED  
JAN 29 2015

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
VM approval \_\_\_\_\_ Date \_\_\_\_\_  
Rate entered \_\_\_\_\_  
und \_\_\_\_\_ GL \_\_\_\_\_ OC \_\_\_\_\_  
Thank you

To ensure prompt credit, please return stub portion of this bill with your payment. Make check payable to Tampa Electric.

720085



Account No.  
1661 0625050

**New Charges**  
**\$4,724.16**  
**Payable by Feb 16**

**Total Bill Amount**  
**\$4,724.16**

Mail Payment To:  
P.O. Box 31318  
Tampa, FL 33631-3318

4071-14208 14208-1048



**CORDOBA RANCH CDD**  
**c/o C/O RIZZETTA & CO PETE W**  
**3434 COLWELL AVE STE 200**  
**TAMPA FL 33614-8390**



2 1100 09 1661 0625050 0004724.16



# ValleyCrest

Landscape Maintenance

## INVOICE

**Sold To:** 14197254  
Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614

**Customer #:** 14197254  
**Invoice #:** 4690596  
**Invoice Date:** 1/29/2015  
**Sales Order:** 6043909  
**Cust PO #:**

**Project Name:** Pine trees

**Project Description:** Removal and replacement

Job Number	Description	Amount
342200056	Cordoba Ranch CDD Option 1 – remove two bad pine trees and replace with two, 30 gallon pine trees	710.00
<p style="text-align: right;">RECEIVED</p> <p style="text-align: right;">FEB 06 2015</p> <p>Date Rec'd Rizetta &amp; Co., Inc. _____</p> <p>D/M approval <u>GR</u> Date <u>2/6</u></p> <p>Date entered <u>FEB 06 2015</u></p> <p>Fund <u>001</u> GL <u>53900</u> OC <u>4650</u></p> <p>Check # _____</p> <p style="text-align: right;"><b>Total Invoice Amount</b> 710.00 <b>Taxable Amount</b> <b>Tax Amount</b> <b>Balance Due</b> 710.00</p>		

**Terms:** Net 15 Days

If you have any questions regarding this invoice, please call 813 994-2309

Please detach stub and remit with your payment

### Payment Stub

Customer Account #: 14197254  
Invoice #: 4690596  
Invoice Date: 1/29/2015

Amount Due: \$ 710.00

Thank you for allowing us to serve you

Please reference the invoice # on your  
check and make payable to

Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614

ValleyCrest Landscape Maintenance  
P.O. Box 404083  
Atlanta, GA 30384-4083



# ValleyCrest

Landscape Maintenance

## INVOICE

Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614

Customer #: 14197254  
Invoice #: 4696916  
Invoice Date: 2/10/2015  
Cust PO #:

Job Number	Description	Amount
342200056	Cordoba Ranch CDD Landscape Maintenance For February	7,962.25
<p style="text-align: right;">RECEIVED FEB 10 2015 Date Rec'd Rizetta &amp; Co., Inc. O/M approval <u>gr</u> Date <u>2/16</u> Date entered <u>FEB 11 2015</u> Fund <u>001</u> GL <u>53900</u> 004604</p>		
Total invoice amount		7,962.25
Tax amount		
Balance due		7,962.25

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 813-994-2309

Please detach stub and remit with your payment

### Payment Stub

Customer Account#: 14197254  
Invoice #: 4696916  
Invoice Date: 2/10/2015

Amount Due: \$7,962.25

Thank you for allowing us to serve you

Please reference the invoice # on your check  
and make payable to:

ValleyCrest Landscape Maintenance

P.O. Box 404083  
Atlanta, GA 30384-4083

Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614



# ValleyCrest

Landscape Maintenance

## INVOICE

**Sold To:** 14197254  
Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614

**Customer #:** 14197254  
**Invoice #:** 4704720  
**Invoice Date:** 2/11/2015  
**Sales Order:** 6025547  
**Cust PO #:**

**Project Name:** Trash removal

**Project Description:** Remove dumped trash

Job Number	Description	Amount
342200056	Cordoba Ranch CDD Remove and dispose of off site dumped trash.	140.00
<p style="text-align: right;">RECEIVED FEB 18 2015 Date Rec'd Rizetta &amp; Co., Inc. O/M approval <u>GR</u> Date <u>2/20</u> Date entered <u>FEB 20 2015</u> Fund <u>001</u> GL <u>53900</u> OC <u>4604</u></p>		
<b>Total Invoice Amount</b>		<b>140.00</b>
<b>Taxable Amount</b>		
<b>Tax Amount</b>		
<b>Balance Due</b>		<b>140.00</b>

**Terms:** Net 15 Days

If you have any questions regarding this invoice, please call 813 994-2309

*Please detach stub and remit with your payment*

### Payment Stub

Customer Account #: 14197254  
Invoice #: 4704720  
Invoice Date: 2/11/2015

**Amount Due: \$ 140.00**

*Thank you for allowing us to serve you*

Please reference the invoice # on your  
check and make payable to

Cordoba Ranch CDD  
c/o Rizetta & Company  
3434 Colwell Ave Ste 200  
Tampa FL 33614

ValleyCrest Landscape Maintenance  
P.O. Box 404083  
Atlanta, GA 30384-4083



Account Number  
15 9000 0671704134 01

Amount Due  
\$124.99

Visit [verizon.com/mybusiness1](http://verizon.com/mybusiness1)

View & Pay Your Bill  
Check Verizon Email  
Get Rewards & Discounts  
Use Online Support  
And More

### Account Information

Statement Date: 1/22/15  
CORDOBA RANCH CDD  
Customer Account: 0671704134

### Questions About Your Bill?

For the help & support you need, contact us at 1-800-VERIZON.

### Verizon News

#### Communication Matters!

Get a crystal clear voice phone line from Verizon on a network with 99.9% reliability and open the door to more opportunities. Call 1-888-377-8935 to learn how to bundle your services and save. We will also give you a written Firm Price Quote of your monthly charges. Terms apply.

#### Get A Verizon TV Deal!

Add select FIOS® TV plans to your existing Verizon services when you sign up for a FIOS bundle with a 2-yr. agmt. and receive an extra \$10/mo. off; that's \$240 in savings! Call 1-888-378-4907 for details & to order today. Terms apply.

### Account Summary

Previous Balance	\$124.99
Payment Received Jan 19	-\$124.99
<b>Balance Forward</b>	<b>\$0.00</b>

### New Charges

Current Activity	\$124.99
<b>Total New Charges Due by February 15, 2015</b>	<b>\$124.99</b>
<b>Total Amount Due</b>	<b>\$124.99</b>

02/15

RECEIVED  
FEB 02 2015

Date Rec'd Rizzetta & Co., Inc. \_\_\_\_\_  
M approval GR Date 2/3  
Date entered — FEB 03 2015  
Fund 001 GL 54100 OC 4102  
Check # \_\_\_\_\_

### Want Automatic Payment?

Enroll below or at [Verizon.com](http://Verizon.com) to authorize your financial institution to deduct the amount of your monthly bill from the account associated with your enclosed check and send payment directly to Verizon. To discontinue Automatic Payment, call Verizon. Please keep a copy of this authorization.

Please return remit slip with payment.

To enroll in Automatic Payment (Sign and date below)

Account Number: 15 9000 0671704134 01

Amount Due: \$124.99

012215

Make check payable to Verizon

\$

By signing above I verify that I have reviewed and accepted the terms and conditions at [verizon.com/autopayterms](http://verizon.com/autopayterms) for automatic bill payment

00001806 01 AV 0.378 VF012211 0010 XX  
CORDOBA RANCH CDD  
STE 200  
3434 COLWELL AVE  
TAMPA FL 33614-8390



VERIZON  
PO BOX 920041  
DALLAS TX 75392-0041

15 9000 0671704134 01N00000000000 00000012499 04





Account Number  
15 9000 0671704134 01

Page  
2 of 3

### Current Activity

#### Monthly Charges

1/22 2/21 FiOS Internet 75M/75M – 2YR 124.99

**Monthly Charges Subtotal \$124.99**

**Current Activity Total \$124.99**

**Total New Charges \$124.99**

### Legal Notices

#### Payment by Check

Paying by check authorizes check processing or use of the check information for a one-time electronic fund transfer from your account. For all payments using bank account information, we may retain the information to send you electronic refunds or enable your future electronic payments to us (to opt out, call 1-888-500-5358).

#### Late Payment Charges

To avoid a late payment charge of 1.5% or \$7.00, whichever is greater, full payment must be received before Feb 22, 2015.

#### Correspondence

Go to [verizon.com/bizcontact](http://verizon.com/bizcontact) or mail to PO Box 33078, St. Petersburg, FL 33733

#### Service Providers

Verizon FL provides regional, local calling and related features, other voice services, and FiOS TV service, unless otherwise indicated. Verizon Long Distance provides long distance calling and other services identified by "VLD" in the applicable billed line item. Verizon Online provides Internet service and FiOS TV equipment. FiOS is a registered mark of Verizon Trademark Services LLC.

#### Disconnection of Basic Local Service

You must pay \$124.99 to avoid disconnection of your basic local service.

#### Bankruptcy Information

If you are or were in bankruptcy, this statement may include amounts for pre-bankruptcy service. You should not pay pre-bankruptcy amounts; they are for your information only. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.



## Need-to-Know Information

### Customer Proprietary Network Information (CPNI) Notice for Residential, Small and Medium Business Customers

CPNI is information that relates to the type, quantity, destination, technical configuration, location, amount of use, and billing information of your telecommunications or interconnected VoIP services. This information is made available to us solely by virtue of our relationship with you. The protection of your information is important to us. Under federal law, you have a right, and we have a duty, to protect the confidentiality of your CPNI.

We may use and share your CPNI among our affiliates and agents to offer you services that are different from the services you currently purchase from us. Verizon offers a full range of services such as video, wireless, Internet, and long distance. Visit [verizon.com](http://verizon.com) for a complete listing of our services and companies.

For residential, small and medium business customers, you may choose not to have your CPNI used for marketing purposes described above by calling us anytime at 1-866-483-9700. When you call, please have your bill and account number available. Your decision about use of your CPNI doesn't affect our provision of services to you nor eliminate all Verizon marketing contacts.

Unless you call us at the number above, Verizon may use your CPNI to market different types of services beginning 30 days after the first time we notify you of the CPNI policy described above. You may elect at any time to add or remove a restriction on the use of your CPNI. Your choice remains valid until you change your election by calling the number above.

### Make Account Management A Simple Task

We know that our small business customers (less than 20 employees) like you have a lot on your minds. That's why Verizon has simplified online account management, so that you can access your Verizon phone, Internet, TV and applications with one user ID and password. Explore the tools that will let you view, print and analyze billing statements, set-up Paper-Free Billing and Auto Pay, as well as access your Verizon email. Plus, you can get technical support, earn and redeem Small Biz Rewards Points, get special discounts and much more. We simplified your account management so that you can focus on the bigger picture. Sign in or register at [verizon.com/mybizlearn](http://verizon.com/mybizlearn) today.

And it's a similar story with our medium business customers (20 or more employees) like you who also have a lot on your mind. Explore the tools that cater to your business needs, allowing you to get order status around the clock, receive email notification when your invoice is ready so you can download or print it, and select paperless billing and pay online. You can also create, view and review the status of a repair ticket without making a phone call, as well as gain access from a mobile device or tablet, which means you are connected to your business at all times. Register today in the Business Sign-In area at [verizonenterprise.com](http://verizonenterprise.com) and keep your business running smoothly.

## **Tab 3**



**03/10/2015**

The following report is for March to illustrate what has changed from February and what to expect through April and the coming months.

The photos this month were taken on Tuesday 03/10/2015.

Algae is more prevalent this month than last in many ponds. Your last treatment was Monday Feb 16<sup>th</sup> with your next visit is due this month in the next 5-7 days (prior to your meeting). As water temperatures have climbed from 65 degrees a couple weeks ago to 74 degrees today there is already a big increase in algae. It is apparent that the algae will be a constant challenge through the summer. It's for this reason I have included a proposal to increase your service visits during the summer months to every two weeks. This would add 6 additional site visits per year especially targeting algae growth March-September. This is the most economical solution to improving the aesthetics of the ponds throughout the summer. Aeration & other alternatives are not a property wide solution as many of the most highly visible & problematic ponds are too shallow to benefit from them.

The addendum includes only the remaining 4 months in our current contract term. If awarded the renewal, we would recommend the new contract term specify 18 visits per year (2 x per month Mar-Sept). Our total annual cost would be \$15690.00 or \$1307.50 per month. This is not mandatory, but highly recommended.


Both entrance fountains are up and running as you will see in the photos. At the moment there are no pad locks on the panels which we will provide at no cost during your next service visit and provide the combination to management. Thank you very much for your business!


Sincerely,


Jamos Beierle


Aquagenix




Date: 03/10/15	Pond #100
<p><b>What we found:</b> Torpedo grass around the littoral shelf otherwise low algae.</p> <p><b>What we will do:</b> Continue targeting torpedo grass.</p> <p><b>What to expect:</b> Grasses will continue to decline</p>	
Recommendations & Notes:	


Date: 03/10/15	Pond #110
<p><b>What we found:</b> Filamentous algae a little heavier this month. About 10%.</p> <p><b>What we will do:</b> Algae will be treated along with broadleaf weeds &amp; boarder grasses.</p> <p><b>What to expect:</b> Algae will decline within 3-5 days of treatment.</p>	
<p><b>Notes:</b> The fountain will help with aerating and can reduce algae growth.</p>	


<b>Date: 03/10/15</b>	<b>Pond #120</b>
<p><b>What we found:</b> Trees were removed &amp; mostly looks great! This improves our access around the pond with a spray mule.</p> <p><b>What we will do:</b> Grasses and broad leaf weeds around the perimeter.</p> <p><b>What to expect:</b> Grasses will decline in 5-7 days from the application.</p>	
<p><b>Recommendations &amp; Notes:</b> while all of the trees &amp; big vegetation were addressed. There is still some dog fennel and small shrubs around the waters edge. Is this something the landscape vendor will do or would you like a quote from us to string trim to the waters edge? If we do it, I would include the dead sticks in the middle at the same time.</p>	


<b>Date: 03/10/15</b>	<b>Pond #125</b>
<p><b>What we found:</b> Algae really popped this month on this pond. Around the shore and in the middle around the cattail stalks exposed with lower water levels.</p> <p><b>What we will do:</b> Algae will be targeted.</p> <p><b>What to expect:</b> Frequent algae growth due to shallow water and high temperatures.</p>	
<p><b>Recommendations &amp; Notes:</b> The two entrance ponds, this pond and many others to follow would benefit from a twice monthly treatment schedule this spring through summer.</p>	




<b>Date: 03/10/15</b>	<b>Pond #126</b>
<p><b>What we found:</b> Algae is the main issue with on this pond for now.</p> <p><b>What we will do:</b> Algae will be treated.</p> <p><b>What to expect:</b> Algae will decline in 3-5 days from treatment.</p>	
<b>Recommendations &amp; Notes:</b>	

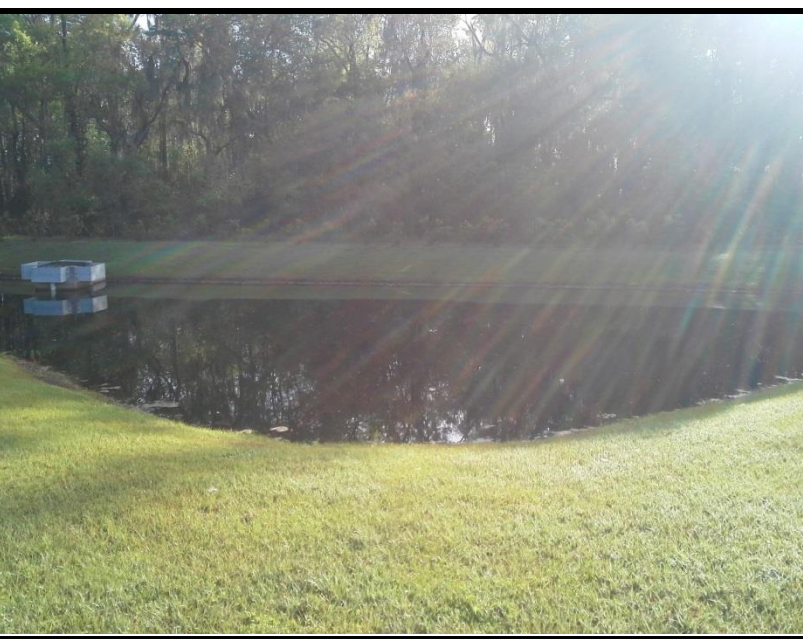
<b>Date: 03/10/15</b>	<b>Pond #130</b>
<p><b>What we found:</b> This pond has spatterdock(lilies) and is part of a long wet ditch. Algae declined from last month, but this is the exception not the rule unfortunately.</p> <p><b>What we will do:</b> treat for algae &amp; spikerush.</p> <p><b>What to expect:</b> algae constant challenge in this shallow pond.</p>	
<b>Recommendations &amp; Notes:</b> Lilies can help utilize excessive nutrients in the pond which can reduce algae blooms and may be why this pond didn't see as much algae growth as the others this month.	


<b>Date:</b> 03/10/15	<b>Pond #140</b>	
<b>What we found:</b> Algae has increased on this pond. 10-15%		
<b>What we will do:</b> Algae will be treated.		
<b>What to expect:</b> Algae will decline in 3-5 days from application.		
<b>Recommendations &amp; Notes:</b> This is another high visibility pond that will benefit from bi-monthly service during summer.		


<b>Date:</b> 03/10/15	<b>Pond #143A</b>
<p><b>What we found:</b> This pond is still looking good great month.</p> <p><b>What we will do:</b> treat algae and any boarder weeds or grasses.</p> <p><b>What to expect:</b> We hope it stays the same but chances are this pond will experience algae growth at some point.</p>	
<p><b>Recommendations &amp; Notes:</b> The lilies in the far end may have helped minimize algae growth as noted on pond #130.</p>	





<b>Date: 03/10/15</b>	<b>Pond #143B</b>	
<p><b>What we found:</b> This pond was in pretty good shape, but there was some planktonic algae starting.</p> <p><b>What we will do:</b> treat for algae.</p> <p><b>What to expect:</b></p>		
<p><b>Recommendations &amp; Notes:</b> Shallow water, warm temperatures nutrients will cause these random algae blooms from time to time. Please have patience and know that we will get them under control when they occur. If it becomes chronic in certain ponds we can discuss other methods of prevention such as aeration, aerobic bacteria and pond dye.</p>		

<b>Date: 03/10/15</b>	<b>Pond #146</b>	
<p><b>What we found:</b> A small amount of algae has developed but not too bad.</p> <p><b>What we will do:</b> Algae treatment</p> <p><b>What to expect:</b> algae will decline in 3-5 days from treatment.</p>		
<p><b>Recommendations &amp; Notes:</b> This pond is also listed in our proposal for an increased summer program.</p>		

<b>Date: 03/10/15</b>	<b>Pond #150</b>
<p><b>What we found:</b> Good shape. A little bit of algae.</p> <p><b>What we will do:</b> Treat boarder grasses &amp; algae.</p> <p><b>What to expect:</b></p>	
<b>Recommendations &amp; Notes:</b>	

<b>Date: 03/10/15</b>	<b>Pond #170</b>
<p><b>What we found:</b> Algae is present on the far end and about a 3' band around the bank.</p> <p><b>What we will do:</b> Algae will be treated.</p> <p><b>What to expect:</b> Algae will decline in 3-5 days from application.</p>	
<b>Recommendations &amp; Notes:</b>	

Date: 03/10/15	Pond #180
<p><b>What we found:</b> Algae is popping up. Mostly on the north side.</p> <p><b>What we will do:</b> algae will be treated.</p> <p><b>What to expect:</b> Algae should decline in 3-5 days from the application.</p>	 A wide, calm pond with a grassy shoreline. In the background, there are several houses and trees under a clear sky. The water is dark blue and reflects the sky.
<p><b>Recommendations &amp; Notes:</b> On the larger ponds, often the algae is along the shore or pushed into a corner by the wind allowing for good coverage. Occasionally, when the algae is out of reach from shoreline spray systems we may need to return with a jon boat to achieve good efficacy.</p>	

Date: 03/10/15	Pond #185
<p><b>What we found:</b> Algae, not too bad but starting in the shallow end.</p> <p><b>What we will do:</b> algae will be treated.</p> <p><b>What to expect:</b> will continue to focus on the algae.</p>	 A pond with a grassy bank in the foreground. The water is calm and reflects the sky. In the background, there is a line of trees and a cloudy sky.



**Recommendations & Notes:** Just because algae is likely going to be the most noticeable issue because it's on the surface. We will not lose sight of submersed vegetation like spike rush which will be the other biggest challenge just less noticeable until it reaches the surface.

Page 7

**Date:** 03/10/15

### Pond #190A

**What we found:** Algae was pretty heavy here last month. Some algae has popped up again this month, but like the other ponds with lilies, its growth was diminished.

**What we will do:** Algae will be treated as well as the stubborn grasses in the background.

**What to expect:** Algae will drop out in 3-5 days.



**Recommendations & Notes:**

**Date:** 03/10/15

### Pond # 190B

**What we found:** Pretty significant algae bloom.

**What we will do:** Algae will be treated.

**What to expect:** algae decline 3-5 days from application.



**Recommendations & Notes:** Perhaps we plant some lilies here?

Page 8

**Date:** 03/10/15

### **Pond #200**


**What we found:** I know this doesn't look good. But it is progressing. 99% of the vegetation is dead. Eventually, when all the sticks & stumps are manually removed, it will look good.

**What we will do:** continue to focus on algae and preventing vegetation regrowth to keep it from going backward.


**What to expect:** continued improvement with occasional algae blooms.




**Recommendations & Notes:** The debris dumped back here has been cleaned up.

<b>Date: 03/10/15</b>	<b>Pond #210</b>
<p><b>What we found:</b> algae popping up. Pretty heavy on the north side.</p> <p><b>What we will do:</b> focus on algae</p> <p><b>What to expect:</b> algae will decline.</p>	
<p><b>Recommendations &amp; Notes:</b> At the end of the report I included a photo and some notes regarding the erosion repair project completed here a couple months ago.</p>	


Page 9


<b>Date: 03/10/15</b>	<b>Pond #220</b>
<p><b>What we found:</b> Well... the torpedo grass did not go away as promised.</p> <p><b>What we did:</b> Boarder grasses will be sprayed again.</p> <p><b>What to expect:</b> Grasses will brown &amp; die off in 5-7 days. It takes longer to drop out and disappear.</p>	
<p><b>Recommendations &amp; Notes:</b> The water level has gone down a little which exposes more of the plant to the contact herbicide. This will definitely improve the efficacy of the treatment. I should have considered my prediction better last month with treatment scheduled for the next day and only a small amount of sprigs sticking out of the water.</p>	




Date: 03/10/15	Pond #230	
<p><b>What we found:</b> **Last months photo**</p> <p><b>What we did:</b> I accidentally missed this pond during inspection today.</p> <p><b>What to expect:</b> I will be in the area Friday (03/13), and though it will be too late for inclusion in this months report. I will send a photo and update to CDD management.</p>		
<b>Recommendations &amp; Notes:</b> This pond like many others is very shallow. The east side not shown in this photo is very narrow and shallow which can lead to chronic algae problems.		


Page 10


Date: 03/10/15	Pond #240A	
<p><b>What we found:</b> Looking good!</p> <p><b>What we will do:</b> treat any algae that may pop up.</p> <p><b>What to expect:</b></p>		
<b>Recommendations &amp; Notes:</b>		


<b>Date: 03/10/15</b>	<b>Pond #240 B</b>	
<p><b>What we found:</b> Also Looking good.</p> <p><b>What we will do:</b> touch up boarder grasses &amp; treat submersed spikerush.</p> <p><b>What to expect:</b></p>		
<b>Recommendations &amp; Note:</b>		

<b>Date: 03/10/15</b>	<b>Pond #260</b>	
<p><b>What we found:</b> Turbidity is all cleared up. Got some algae starting though.</p> <p><b>What we will do:</b> Treat algae and some broadleaf weeds around the perimeter.</p> <p><b>What to expect:</b></p>		
<b>Recommendations &amp; Notes:</b>		



Date: 03/10/15	Pond #270
<p><b>What we found:</b> Algae is back again, this pond has a few lilies too.</p> <p><b>What we will do:</b> treat algae, spike rush</p> <p><b>What to expect:</b> algae will decline 3-5 days after treatment.</p>	
Recommendations & Notes:	

Date: 03/10/15	Pond #270B
<p><b>What we found:</b> This pond is only about 12-24" deep on average. Algae popping up.</p> <p><b>What we will do:</b> treat algae and border grasses.</p> <p><b>What to expect:</b> This pond is very shallow. Algae issues are expected to be a big challenge.</p>	
Recommendations & Notes:	

<b>Date:</b> 03/10/15	<b>Pond #280</b>	
<p><b>What we found:</b> This is the biggest bloom this month. We have seen this pond like this before.</p> <p><b>What we will do:</b> treat the algae</p> <p><b>What to expect:</b> algae will decline in 3-5 days from the application. Just as we saw last year, have confidence that it will get cleaned up asap.</p>		
<p><b>Recommendations &amp; Notes:</b> As temperatures rise we are likely going to see more of these type blooms. Individual ponds like this one may benefit from alternatives like blue dye to help. But from a cost standpoint, that probably isn't an equitable solution for the entire district. That's why I recommend the increased frequency to combat the algae for summer.</p>		

**Date:** 03/10/15

## **Pond #290**

**What we found:** a small amount of algae around the perimeter. Overall, not bad.

**What we will do:** Treatment for the algae & spikerush.

**What to expect:** Algae will decline within 3-5 days after service.



**Recommendations & Notes:**

**Date:** 03/10/15

## **Pond #300**

**What we found:** Water levels are down. The turbidity has cleared a good bit. Alligator weed treated last month is almost gone.


**What we will do:** treat algae & broadleaf weeds.


**What to expect:** Last month I said to expect that the leaves would be off the stems on the alligator weed. That has happened and the thick stems take a little longer to go away but are declining nicely.



**Recommendations & Notes:**



Date: 03/10/15	Pond #310
<p><b>What we found:</b> algae growth a little heavier than last month.</p> <p><b>What we will do:</b> treat border grasses &amp; algae.</p> <p><b>What to expect:</b> We will continue to focus on controlling algae while trying to leave the lilies for nutrient reduction.</p>	
Recommendations & Notes:	

Date: 03/10/15	Pond #320
<p><b>What we found:</b> Water level is higher than its been. Some algae on the service. Submersed vegetation.</p> <p><b>What we will do:</b> Algae, submersed weeds and grasses will be treated.</p> <p><b>What to expect:</b> Algae will decline short term, but there is a lot of vegetation under the water here that will be treated more effectively with better access.</p>	
<p><b>Recommendations &amp; Notes:</b> I was pleased to see this pond cleaned up. I am sure our technician will be happy as well now with full access around the pond for a spray mule instead of spot treating with a backpack.</p>	

**Date:** 03/10/15

## **Pond #210**

**What we found:** Unfortunately, the previous erosion repair is being compromised again.

It appears that water may be sheet flowing or draining off the field during rain events and is channeled to this one area (low spot) which has led to new rills and erosion into the pond, undermining the sod.

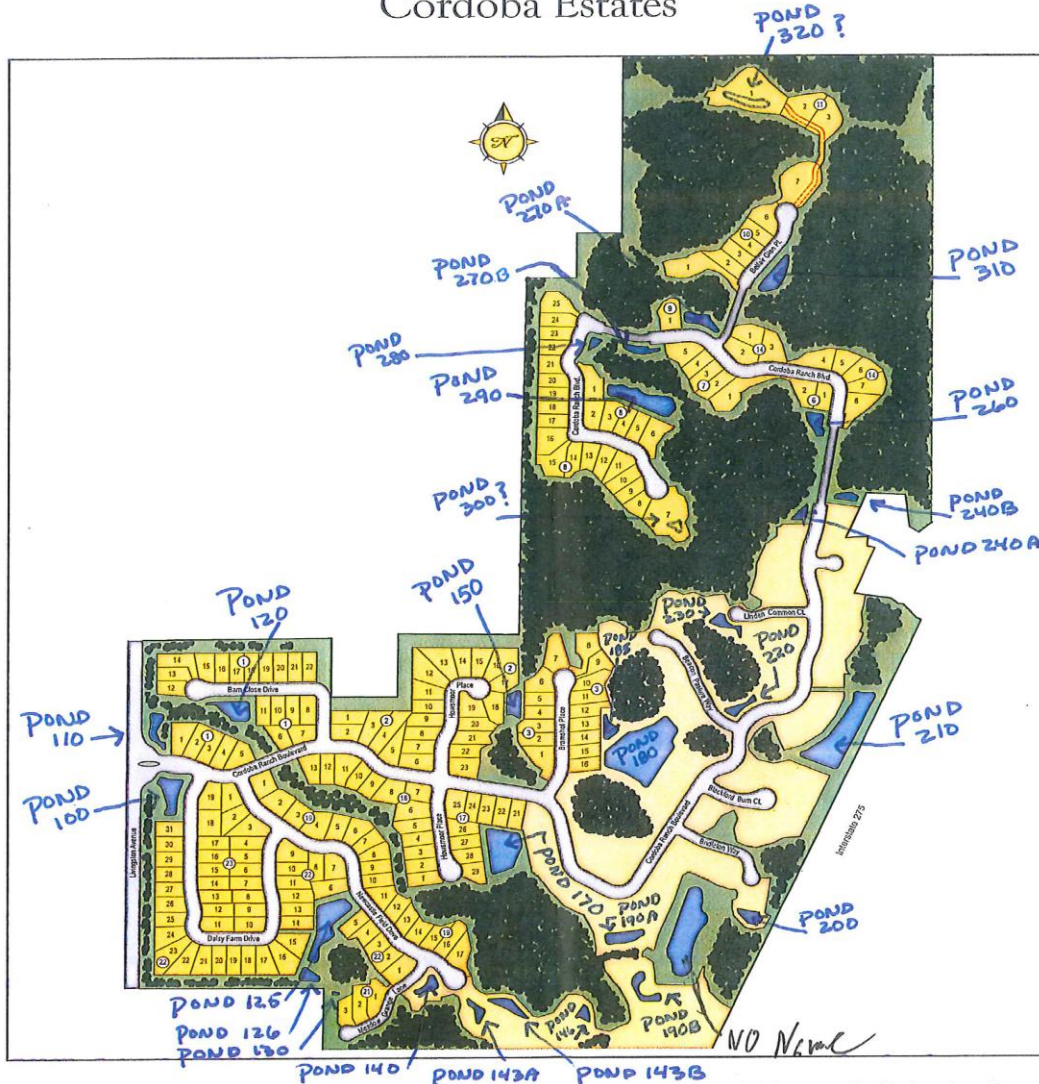


**Recommendations & Notes:** Consult with your engineer. Two idea's I have would be to raise the elevation slightly in this area to more evenly distribute the flow of water across more of the pond bank or possibly reinforcing this repair with erosion control cloth or material whichever is cheaper. I don't know how soon you anticipate home sites being built here and that may impact what solutions you may consider.



## STANDARD PACIFIC HOMES

## Cordoba Estates



Map is not to scale. Square footage/acreage shown is only an estimate and actual square footage/acreage will differ. Buyer should rely on his or her own evaluation of useable area. Depictions of homes or other features are artist conceptions.

## **Tab 4**





Finn Outdoor  
 4800 Dover St NE  
 St. Petersburg, FL 33703  
 (813)957-6075  
 robb@finnoutdoor.com

## Estimate

Date	Estimate No.
02/10/2015	1219
	Exp. Date

Address
Cordoba Ranch 3434 Colwell Ave., Suite 200 Tampa, FL 33614

Date	Activity	Quantity	Rate	Amount
02/10/2015	Pond 110 - Finn Outdoor will repair pond bank in the vicinity of one flared end section using rip rap, fill, erosion control blanket, and sod to match surroundings (approximately 150 sq ft of sod)	1	1,225.00	1,225.00
02/10/2015	Pond 130 - Finn Outdoor will repair pond bank in the vicinity of one flared end section using rip rap, fill, erosion control blanket, and sod to match surroundings (approximately 150 sq ft of sod)	1	850.00	850.00
02/10/2015	Near Pond 220 - Finn Outdoor will repair erosion which is undermining valve box and light pole using fill, erosion control blankets and sod to match surrounding (approximately 100 sq ft of sod)	1	225.00	225.00
02/10/2015	Near Pond 220 - Finn Outdoor will replace 20' section of 24" corrugated storm water culvert pipe and repair surrounding land (approximately 400 sq ft of sod).	1	1,750.00	1,750.00
			<b>Total</b>	<b>\$4,050.00</b>

Accepted By

Accepted Date



## **FINN OUTDOOR PROPOSALS for Cordoba Ranch CDD**

### **Pond 130 erosion repair**





Failed storm pipe near pond 220



Erosion under the street light and valve box



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### Erosion Solution Outline

**Following is an overview of each of the erosion issues discussed on site and attached are several quotes for our recommended repairs. Note: not all repairs were quoted as the scope/extent of the project still needs to be identified. I discuss those below.**

**Pond 110** – Severe erosion around the drain pipe inlet on the south end. This area was proposed last month for repair including fleximat slope stabilization material. This material would be installed approximately 10' on each side of the pipe to provide a more permanent "hard armor" solution to the erosion issues here. Repair would be re-sodded with approximately 450 sq/ft of Floratam sod.  
(Recommended solution)

A second solution, more economical but perhaps less permanent would be to back fill the eroded area, install erosion control fabric and re-sod. Also add a rip-rap edge as a splash pad at the base of the pipe. Estimated cost - \$3700-\$3900.

**Pond 130** – This pond is extremely shallow, the original pond banks appear to have receded as much as 3-4 feet on much of perimeter. All that sediment has added to the shallowness of the pond. Please consult with your engineer, but I recommend restoring this pond to plan design by removing sediment, dead woody material & buried trash/debris & restoring the pond banks around approx. 50% of the pond. (no quote provided yet).

**Pond 180** – Undermining and depressions around the control structures on west side. The erosion in this area could simply be from settling around the drain pipe or may indicate a damaged component of the structure itself. We have proposed an exploratory excavation around the structure to identify the cause. Minor repairs would be included followed by refilling & sodding.

**Pond 210** – See notes and photo in the March pond report. The appropriate repair depends on the estimated development time of homes in this area and your Engineers advice. We would be happy to provide a proposal for repair once an appropriate plan of action is determined. I included a couple suggestions. (no quote provided yet).

**Pond 220** – Repair 30" HDPE pipe. Remove compromised section and replace with a new section of pipe. Re-sod approximately 200 sq/ft of Bahia sod.

Erosion repair around street light & valve box. We would fill and grade with soil and protect repair with SC 250(straw/coconut erosion control material) and approximately 50 sq/ft of Bahia sod.

### **POND 110**

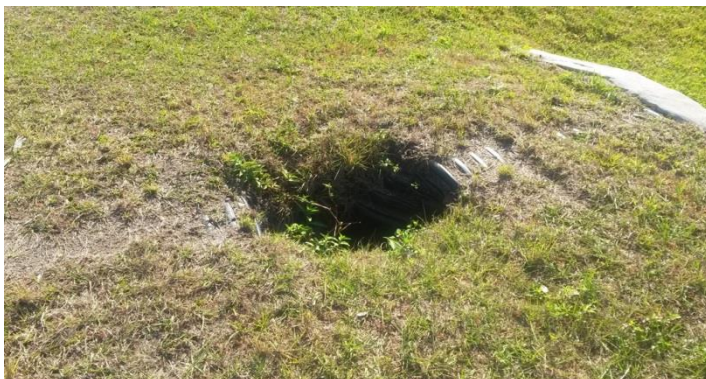


### **POND 180**



This is an old photo when I first noticed the erosion/depression. The problem has grown some since then in size & scope including multiple depressions near both structures.

### **POND 220**





# Aquagenix

A DBI SERVICES COMPANY

MANAGING YOUR ENVIRONMENTAL NEEDS

## Special Service Agreement

Cordoba Ranch CDD  
c/o Rizetta & Company Inc.  
3434 Colwell Avenue, suite 200  
Tampa, FL 33614  
Contact: Joe Roethke Phone: (813) 933-5571

Proposal ID	Date	Terms
79808	1/15/2015	Balance Due Net 30 Days From Completion Of Work

### We are pleased to quote special pricing as follows

Furnish and install all materials and labor to re-establish designed pond slope around the eroded MES at the south end of pond 110.

Scope of work includes importing fill, fill and grade area, stabilization

with Fleximat, and site restoration including replacing damaged sod.

See additional information on Fleximat slope stabilization material included.

Quantity	Description	Taxable	Unit Price	Extended Price
1	Erosion repair & installation of Fleximat shore stabilization material	No	\$5,475.00	\$5,475.00
			SubTotal	\$5,475.00
			Tax	
			Grand Total	

This offer is good for twenty one (21) days from date of quote.

DO NOT PAY FROM THIS AGREEMENT - INVOICE TO FOLLOW

AQUAGENIX

James Beierle

PRINT NAME

01-15-2015

DATE

CUSTOMER

PRINT NAME

DATE





# Aquagenix

A DBI SERVICES COMPANY

MANAGING YOUR ENVIRONMENTAL NEEDS

## Special Service Agreement

**Cordoba Ranch CDD**  
c/o Rizetta & Company Inc.  
3434 Colwell Avenue, suite 200  
Tampa, FL 33614  
Contact: Joe Roethke Phone: (813) 933-5571

Proposal ID	Date	Terms
80718	3/11/2015	Balance Due Net 30 Days.

**We are pleased to quote special pricing as follows**


**POND 180**

Exploratory excavation of stormwater structure and minor repair. We will excavate around the area of concern at the structure in order to identify the cause of the erosion/depression. Minor repairs are included in the price of this proposal. Structural repairs that require replacement of pipes or structural components will require additional fees. Area will be backfilled and re-sodded with approximately 300-400 sq/ft of Bahia sod.

Quantity	Description	Taxable	Unit Price	Extended Price
1	Exploratory excavation of stormwater structure and minor repair.	No	\$4,970.00	\$4,970.00
			<b>Total</b>	<b>\$4,970.00</b>

This offer is good for twenty one (21) days from date of quote. Sales Tax Not Included.

**DO NOT PAY FROM THIS AGREEMENT - INVOICE TO FOLLOW**

  
\_\_\_\_\_  
**AQUAGENIX**  
*James Beierle*  
\_\_\_\_\_  
**PRINT NAME**  
*03-11-2015*  
\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**CUSTOMER**

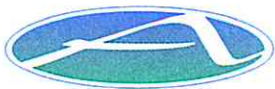
\_\_\_\_\_  
**PRINT NAME**

\_\_\_\_\_  
**DATE**

**BRANCH OFFICE**

6203 Johns Road, Suites 7 & 8 . Tampa FL 33634-4441 USA | T +1 813 627 8710 | F +1 813 627 8630

[www.aquagenixaquatics.com](http://www.aquagenixaquatics.com)



# Aquagenix

A DBI SERVICES COMPANY

MANAGING YOUR ENVIRONMENTAL NEEDS

## Special Service Agreement

### Cordoba Ranch CDD

c/o Rizetta & Company Inc.  
3434 Colwell Avenue, suite 200  
Tampa, FL 33614

Contact: Joe Roethke Phone: (813) 933-5571

Proposal ID	Date	Terms
80720	3/11/2015	Balance Due Net 30 Days.

### We are pleased to quote special pricing as follows

#### POND 220

Stormwater pipe repair - Remove compromised section of 30" HDPE pipe. Replace with a new section of pipe. Re-sod repair with Bahia approximately 200 sq/ft.

Erosion repair around street light & valve box - price includes filling and grading with soil and installing SC 250 erosion control material and approximately 50 sq/ft of sod.

Quantity	Description	Taxable	Unit Price	Extended Price
1	Stormwater pipe repair near pond 220	No	\$3,750.00	\$3,750.00
1	Erosion repair around street light & valve box near pond 220	No	\$750.00	\$750.00
			Total	\$4,500.00

This offer is good for twenty one (21) days from date of quote. Sales Tax Not Included.

DO NOT PAY FROM THIS AGREEMENT - INVOICE TO FOLLOW

  
AQUAGENIX

  
PRINT NAME

03-11-2015

DATE

CUSTOMER

PRINT NAME

DATE

#### BRANCH OFFICE

6203 Johns Road, Suites 7 & 8, Tampa FL 33634-4441 USA | T +1 813 627 8710 | F +1 813 627 8630

[www.aquagenixaquatics.com](http://www.aquagenixaquatics.com)



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# Flexamat

## Shoreline Protection

Flexamat is the solution for stopping erosion along canals and waterways. It is an erosion control mat consisting of concrete blocks embedded into a high strength geogrid. Spacing between the blocks allows for optional vegetation growth.

Flexamat is packaged in rolls in widths up to 16' wide. An excavator is used for installation. Rolls are quickly placed and unrolled into place.

### Benefits:

- Permanent erosion protection
- Lowers overall costs of canal maintenance
- Environmentally friendly
- Efficient installation
- Withstands heavy boat traffic
- Cost Effective

Installation assistance and training available. Find out why Flexamat is the solution for erosion problems. Visit our website for more information on how we've helped others eliminate erosion and save on maintenance!



### Distributed by:

**R. H. Moore & Associates**  
Soil Stabilization & Erosion Control



**R. H. Moore & Associates, Inc.**  
7834 Depot Lane, Tampa, FL 33637  
Toll Free: (800) 330-2333  
Email: [info@rhmooreassociates.com](mailto:info@rhmooreassociates.com)  
Website: [www.rhmooreassociates.com](http://www.rhmooreassociates.com)





## Fort Myers, FL

8' x 20' Flexamat roll being installed.



Native grasses and littorals thrive within Flexamat, the roots further locking the material in place.

Rolls of Flexamat – Available 5.5', 8', 10', 12' & 16' widths



# R. H. Moore & Associates

Soil Stabilization & Erosion Control



## CASE STUDY

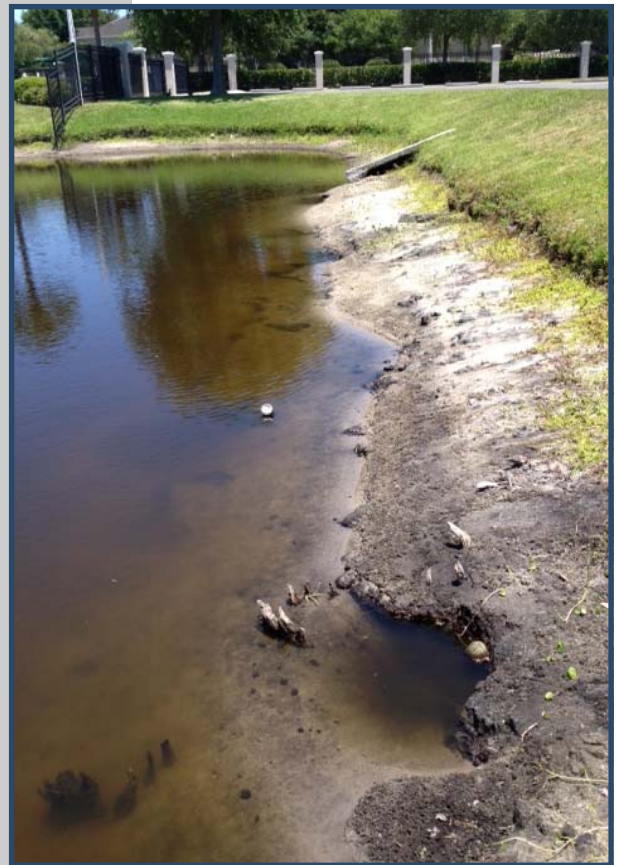
### PALMS OF CORTEZ

LOCATION:	BRADENTON, FLORIDA
PRODUCT:	MOTZ ENTERPRISES FLEXAMAT
QUANTITY:	15,000 SQ. FT.
INSTALLATION DATE:	MAY 2013
ENGINEER:	DOVE ENGINEERING AND CONSULTING, LC
CONTRACTOR:	DUNCAN SEAWALL, DOCK & BOAT LIFT, LLC
OWNER:	PALMS OF CORTEZ HOA
APPLICATION:	SHORELINE STABILIZATION

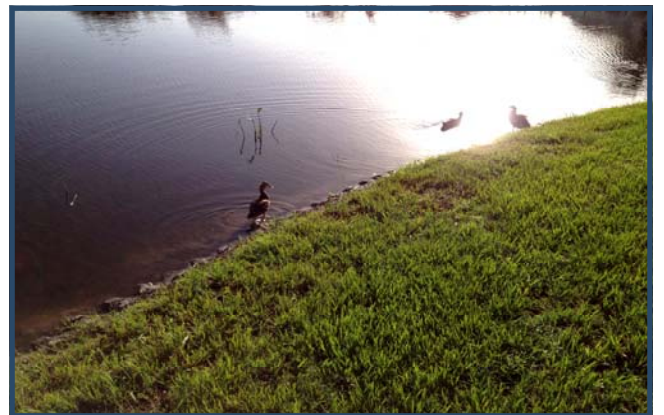
The homeowners' association at the Palms of Cortez has had problems with erosion along their community lake for years. They contacted Dove Engineering and Consulting, LC to come up with a solution that would alleviate the issue, while still providing an aesthetically-pleasing look.

John Slupecki with Motz Enterprises was contacted by Dove Engineering for help with selecting a product. John recommended the Flexamat tied concrete mat system, which is perfect for shoreline applications. Flexamat was installed in an 8' width around the entire perimeter of the lake over a turf reinforcement matting. The TRM below the Flexamat separates the underlying soil, while still providing an environment for the vegetation to become established. A light-weight nonwoven geotextile can also be used as an underlayment depending on the porosity of the soils below.

Once installed, the Flexamat system was backfilled with native soils and was sodded. Flexamat provides an accessible 4H:1V slope that can be mowed down to the waterline. With the 8' mat being half in and half out of the water, it now provides protection year round during the drought stages and rainy season.







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# Briken Construction

**Date:** 2/22/2015  
**Attn:** Joe Roethke

**To:** Rizzetta

**Re:** Cordoba Ranch CDD

We are pleased to provide a quote on the above referenced project.

<b>Earthwork</b>	<b>\$8,217.40</b>
See Attached Breakdown	
<b>TOTAL BID PROPOSAL.....</b>	<b><u>\$8,217.40</u></b>

**We have specifically excluded the following:**

Survey  
Testing  
Permite

Sincerely,  
**BRIKEN CONSTRUCTION**

**Tom King**  
Project Manager  
813-927-2381 (Mobile)

**Cordoba Pond Repair**

DESCRIPTION:	QUANTITY:	UNIT:	UNIT PRICE:	TOTAL:

**Earthwork****POND 110**

Fill in Wash out adjacent to FES Pond 110	1	EA	\$1,250.00	\$1,250.00
Sod Washout Area	450	SF	\$2.50	\$1,125.00

<b>TOTAL BID (POND 110)</b>				<b>\$2,375.00</b>
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**POND 130**

Grade Btm. 36" of bank & clean debris	4,336	SF	\$0.60	\$2,601.60
Sod (Bahia) Bottom 36" around perimeter	4,336	SF	\$0.30	\$1,300.80

<b>TOTAL BID (POND 130)</b>				<b>\$3,902.40</b>
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**POND 180**

Erosion Near CS	1	LS	\$650.00	\$650.00
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<b>TOTAL BID (POND 180)</b>				<b>\$650.00</b>
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**POND 220**

Repair Failed Storm pipe 30" & restore area	1	LS	\$1,290.00	\$1,290.00
Repair Erosin By Street Light & Sod	1	LS	\$150.00	\$150.00

<b>TOTAL BID (POND 220)</b>				<b>\$1,290.00</b>
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**TOTAL****\$8,217.40**



## **Tab 5**



**Aquagenix**

A DBI SERVICES COMPANY

MANAGING YOUR ENVIRONMENTAL NEEDS

## Contract Addendum

Issue Date: 3/11/2015  
Cordoba Ranch CDD  
Attention: Joe Roethke  
c/o Rizetta & Company Inc.  
3434 Colwell Avenue, suite 200  
Tampa, FL 33614 (813) 933-5571  
Account Number: 2019539-67055  
Effective Date: 3/1/2015

---

This Addendum modifies the current agreement between Aquagenix and Cordoba Ranch CDD. All of the standards of the original agreement apply to this addendum. With signed authorization, Aquagenix will provide the following:

---

Scope Of Work: Same as original contract.

Add / Delete: Additional monthly visit through the remainder of the contract term for improved control of algae and other nuisance vegetative growth during warm months at a rate of \$665.00 per visit.

Visit Schedule: 2 times per month March through June.

The Total Contract Amount prior to this Addendum was: \$11,700.00

The Total Contract Amount will be Increased / Decreased by: \$2,660.00

The New Contract Total Amount after this Addendum is: \$14,360.00



AQUAGENIX

*James Beierle*

PRINT NAME

*03-11-2015*

DATE

CUSTOMER

PRINT NAME

DATE

## **Tab 6**



**26642 Wild Fern Circle, Lutz Fl 33559**  
Phone: #(813)994-2309  
Fax: # 813-973-3293

**THIS IS NOT AN INVOICE**

## Terms and Conditions

**Total: \$1,620.00**

1. The Contractor shall recognize and perform in accordance with only written terms, specifications, and drawings contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in tree management. The work force shall be presentable at all times. All employees shall be competent and qualified and shall be legally authorized to work in the U.S.
3. Tree & Stump Removal: Trees removed will be cut as close to the ground as possible based on conditions near to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete or brick filled trunks, metal rods, etc. If requested, mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. ValleyCrest Tree Care Services is not responsible for damage done to underground utilities such as, but not limited to, cables, wires, pipes, and irrigation parts. ValleyCrest Tree Care Services will repair damaged irrigation lines at the Client/Owner's expense.
4. Scheduling of Work: If the jobsite conditions materially change from the time of approval of this proposal to the time the work starts, such that the job costs are adversely changed, this proposal is null and void. Scheduling of work is dependent on weather conditions and workloads. Our office will call the day prior to the work being done, unless other arrangements are made.
5. Work Hours: Any work, including emergency work, overtime and weekend work performed outside of the normal working hours (Monday-Friday between 6:30 a.m. and 2:30 p.m.) shall be billed at overtime rates. Use of power equipment will commence at 7:00 a.m., unless otherwise specified in the scope of work. Additional charges will be applied if crews cannot use power equipment by 9:00 a.m..
6. License and Permits: Contractor shall maintain a Landscape Contractor's license if required by State or local law and will comply with all other license and permit requirements of relevant city, state and federal governments, as well as all other requirements of law.
7. Taxes: Contractor agrees to pay all applicable taxes, including sales taxes on material supplied, where applicable.
8. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with a \$1,000,000 limit of liability.
9. Liability: Contractor shall indemnify the Client/Owner and its agents and employees from liabilities which arise out of the Contractor's work. It is understood and agreed that the Contractor is not liable whatsoever for any damages that are caused by the sole negligence or willful misconduct of the Client/Owner or an indemnified party. Contractor shall not be liable for any damage that occurs from acts of God. Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of Client/Owner.
10. Waiver of Liability: Requests for crown thinning in excess of twenty-five percent (25%) , or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.
11. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
12. Additional Services: Any additional work not specified in the signed written proposal that involves additional costs will be executed only upon signed written order and will become an extra charge over and above the estimate.
13. Access to Job Site: Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of the job site where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
14. Invoicing: Client/Owner shall make payment to Contractor within fifteen (15) days of receipt of invoice.
15. Cancellation: Notice of cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of \$150.00 and billed to Client/Owner.
16. Assignment: The Client/Owner and the Contractor, respectively, bind themselves, their partners, successors, assignees and legal representatives to the other party with respect to all covenants of this Contract. In the event of sale or transfer of Client/Owner's interest in its business and/or the property which is the subject of this agreement, Client/Owner must first obtain the written consent of Contractor for the assignment of any interest in this agreement to be effective.
17. Disclaimer: This proposal for tree care services was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. The work performed by ValleyCrest Tree Care Services is intended to reduce the chances of tree failure and any corresponding property liabilities, in addition to enhancing aesthetic value but is not a guarantee. We cannot be held responsible for unknown or otherwise hidden defects of your trees, which may fail in the future. The corrective work proposed herein cannot guarantee exact results.

## Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by ValleyCrest Tree Care Services within fifteen (15) days after billing, ValleyCrest Tree Care Services shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1% per month, or the highest rate permitted by law, will be charged on unpaid balance 45 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.

**Client / Owner**

**ValleyCrest Tree Care Services**

Fax number

**(813)855-0485**

Fax number

Signature

Title

Signature

Title

Printed Name

Date

Law Latimer

Printed Name

Date

## **Tab 7**



## Proposal for Extra Work at Cordoba Ranch CDD

Property Name Cordoba Ranch CDD  
Property Address 2516 Cordoba Ranch Blvd.  
Lutz , FL 33559

Contact Tyree Brown  
To Cordoba Ranch CDD  
Billing Address c/o Rizetta & Company 3434 Colwell Ave  
Ste 200  
Tampa , FL 33614

Project Name Islands  
Project Description Plant replacement

### Scope of Work

QTY	UoM/Size	Material/Description
1.00	EACH	Remove pitts from three islands and install a combination of gold mound and loropetalum to replace. 230 plants total. Replace drip irrigation as needed in beds.

**For internal use only**

**SO#** 6050929  
**JOB#** 342200056  
**Service Line** 130

**Total Price** \$3,789.00

**THIS IS NOT AN INVOICE**

This proposal is valid for 60 days unless otherwise approved by ValleyCrest Landscape Maintenance  
ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | www.valleycrest.com

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God as defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the Client/Owner with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Client/Owner and the Contractor, respectively, bind themselves, their partners, successors, assignees and legal representatives to the other party with respect to all covenants of this Contract. In the event of sale or transfer of Client/Owner's interest in its business and/or the property which is the subject of

this agreement, Client/Owner must first obtain the written consent of Contractor for the assignment of any interest in this agreement to be effective.

13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. We cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

### Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by ValleyCrest Landscape Maintenance within fifteen (15) days after billing, ValleyCrest Landscape Maintenance shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1% per month, or the highest rate permitted by law, will be charged on unpaid balance 45 days after billing.

**NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY.**

### Customer

\_\_\_\_\_  
Signature Title

**Tyree Brown** **February 04, 2015**  
Printed Name Date

### ValleyCrest Landscape Maintenance

\_\_\_\_\_  
Signature Title

**Alex Kocher** **February 04, 2015**  
Printed Name Date

**Job #:** 342200056

**Proposed Price:** \$3,789.00

**SO #** 6050929

## **Tab 8**



# ValleyCrest

## Landscape Maintenance

26642 Wild Fern Circle

Lutz, FL 33559

Phone (813) 994-2309 Fax (813) 973-3293

### Contract and Authorization for Extra Work

Client/Owner's Business Name: Cordoba Ranch CDD	Date: 2/23/2015	Contract/AEW No: 1316346
Client/Owner's Billing Address: c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa FL 33614	Job Name: <b>Cordoba Ranch CDD</b>	VCLM Job Number <b>342200056</b>
Client Contact:	Job Site Address: 2516 Cordoba Ranch Blvd. Lutz FL 33559	
Client/Jobsite phone no.: () Client Fax #: Client Email: lellis@valleycrest.com	ValleyCrest Landscape Maintenance Representative:	

#### Scope of Work to Perform:

Line Number	Description	Quantity	UOM	Unit Price	Extended Amount
1.000	Palm Tree Replacement	1.000	EA	.0000	
2.000	Remove & Dispose Existing Expired Palm Tree Install 18-20' C.T. 'Certified' Medjool Date Palm;  Includes soil replacement, amendments, and staking.	1.000	EA	5,895.0000	5,895.00
<b>Tax:</b>				<b>Total:</b>	<b>5,895.00</b>

*This bid is valid for 60 calendar days unless otherwise approved by ValleyCrest Landscape Maintenance.*

#### Sales Quote – This is Not an Invoice

Instructions: No work is to be performed without this written authorization being correctly completed and signed by the authorized agent of the Contractor or Owner. This MUST be submitted to your branch office promptly.

**X**

Approved by ValleyCrest Representative

Instructions to Contractor or Owner: This Sales Quote properly signed by your agent has been accepted as authorization to perform the work. An invoice will be forwarded to your office for payment when the work is completed. All work will be performed in accordance with the "General Terms and Conditions" which are printed on, attached and are incorporated herein by reference.

**X**

Approved by Client Representative

Date

## ***Terms and Conditions***

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. Work Force: Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades. The workforce shall be presentable at all times. All employees shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. License and Permits: Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. Taxes: Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. Insurance: Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. Liability: Contractor shall indemnify the Client/Owner and its agents and employees from and against any liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from acts of God. Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. Subcontractors: Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. Additional Services: Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. Access to Jobsite: Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. Invoicing: Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. Termination: This Work Order may be terminated by the Client/Owner with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. Assignment: The Client/Owner and the Contractor, respectively, bind themselves, their partners, successors, assignees and legal representatives to the other party with respect to all covenants of this Contract. In the event of sale or transfer of Client/Owner's interest in its business and/or the property which is the subject of this agreement, Client/Owner must first obtain the written consent of Contractor for the assignment of any interest in this agreement to be effective.
13. Disclaimer: This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. We cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

### **Acceptance of this Contract**

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## Tab 9

## Proposal for Extra Work at Cordoba Ranch CDD

Property Name	Cordoba Ranch CDD	Contact	Scott Smith
Property Address	2516 Cordoba Ranch Blvd. Lutz, FL 33559	To	Cordoba Ranch CDD
		Billing Address	c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name Cordoba Ranch Executive Entrance

Project Description Landscape around monuments going into the executive area. (rose bed option)

### Scope of Work

QTY	UoM/Size	Material/Description
6.00	HOURL	Remove exiting plant material and prep beds.
2.00	EACH	European Fan Palm - B&B Palm Tree Installed
160.00	EACH	Duranta Gold Mound - 3 gal. Shrub/perennial Installed
78.00	EACH	Loropetalum - Loropetalum Varieties 3 gal. Shrub/perennial Installed
63.00	EACH	Rosa - Rose Drift Asst'd Colors 3 gal. Shrub/perennial Installed
4.00	CUBIC YARD	Bulk Potting Soil (Picked-Up) CY - Amendment Installed
12.00	EACH	Brown Mulch - CY - Installed
800.00	SQUARE FEET	Bahia Sod - Turf Installed
1.00	EACH	Irrigation Retro-fit

For internal use only

SO# 6005549  
JOB# 342200056  
Service Line 130

**Total Installed Price**

**\$8,449.30**

#### THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by ValleyCrest Landscape Maintenance  
ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | www.valleycrest.com

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
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12. **Assignment:** The Client/Owner and the Contractor, respectively, bind themselves, their partners, successors, assignees and legal representatives to the other party with respect to all covenants of this Contract. In the event of sale or transfer of Client/Owner's interest in its business and/or the property which is the subject of

this agreement, Client/Owner must first obtain the written consent of Contractor for the assignment of any interest in this agreement to be effective.

13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. We cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

### Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by ValleyCrest Landscape Maintenance within fifteen (15) days after billing, ValleyCrest Landscape Maintenance shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1% per month, or the highest rate permitted by law, will be charged on unpaid balance 45 days after billing.

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### Customer

	<b>PM</b>
Signature	Title
<b>Scott Smith</b>	<b>September 19, 2014</b>
Printed Name	Date

### ValleyCrest Landscape Maintenance

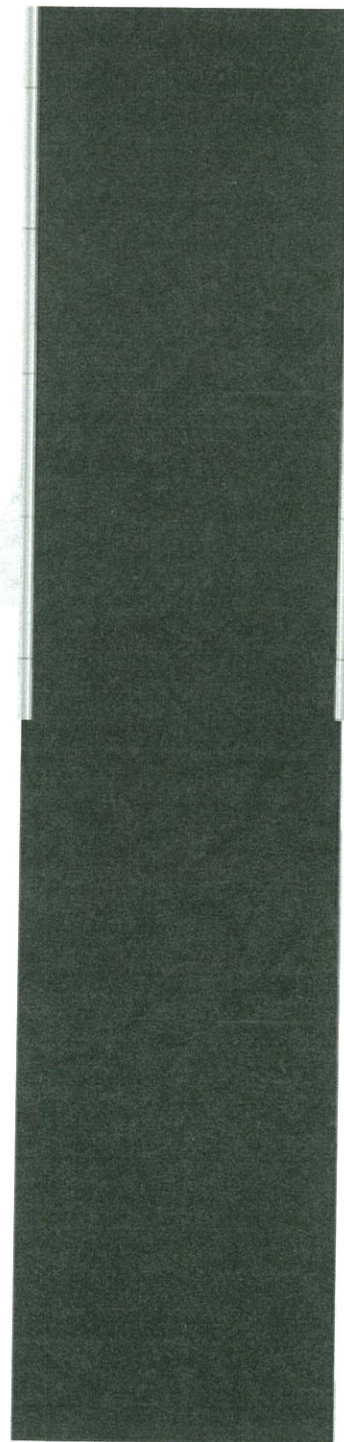
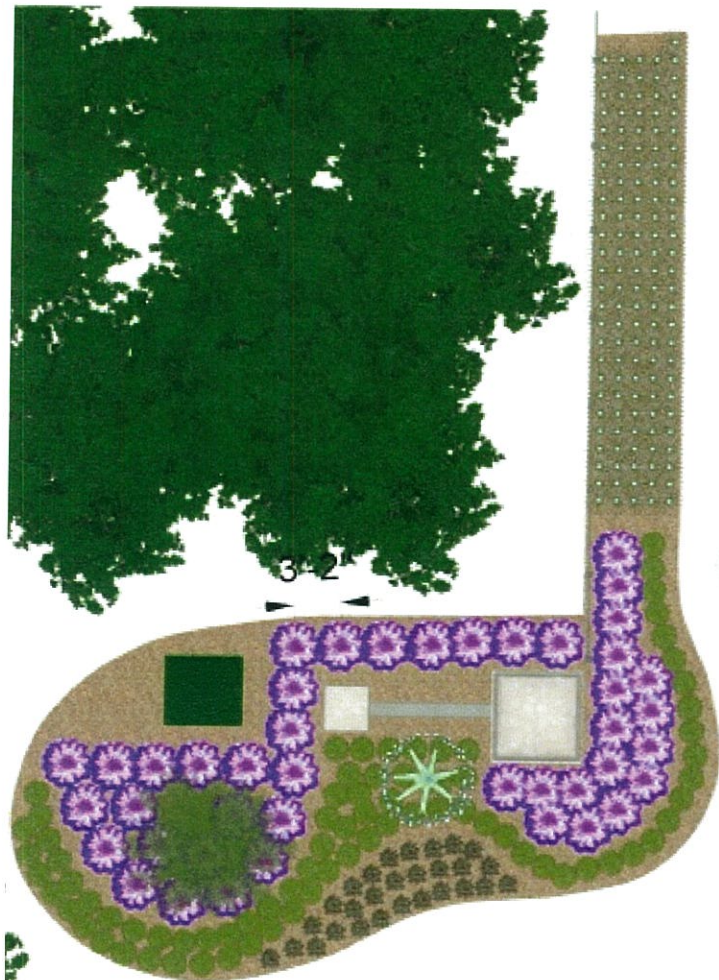
**Account Manager Enhance**

Signature	Title
<b>Jeff Blackburn</b>	<b>September 19, 2014</b>
Printed Name	Date

**Job #:** 342200056 **Proposed Price:** \$8,449.30

**SO #** 6005549





Plant Legend	
Symbol	Common
	European Fan Palm
	Existing Grasses
	Existing Natural Area
	Existing Southern Live Oak
	Gold Mound Duranta
	Loropetalum
	Rose





## Proposal for Extra Work at Cordoba Ranch CDD

Property Name	Cordoba Ranch CDD	Contact	Scott Smith
Property Address	2516 Cordoba Ranch Blvd. Lutz, FL 33559	To	Cordoba Ranch CDD
		Billing Address	c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name      Cordoba Ranch Executive Entrance

Project Description      Landscape around monuments going into the executive area. (annual bed option)

### Scope of Work

QTY	UoM/Size	Material/Description
6.00	HOUR	Remove exiting plant material and prep beds.
2.00	EACH	European Fan Palm - B&B Palm Tree Installed
160.00	EACH	Duranta Gold Mound - 3 gal. Shrub/perennial Installed
78.00	EACH	Loropetalum - Loropetalum Varieties 3 gal. Shrub/perennial Installed
4.00	CUBIC YARD	Bulk Potting Soil (Picked-Up) CY - Amendment Installed
200.00	EACH	4" pot Seasonal (Annual) Color Installed
12.00	EACH	Brown Mulch - CY - Installed
800.00	SQUARE FEET	Bahia Sod - Turf Installed
1.00	EACH	Irrigation Retro-fit

For internal use only

SO#                      6005979  
 JOB#                  342200056  
 Service Line            130

**Total Installed Price                      \$7,904.72**

#### THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by ValleyCrest Landscape Maintenance  
 ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | www.valleycrest.com

## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
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### Customer

	<b>PM</b>
Signature	Title
<b>Scott Smith</b>	<b>September 19, 2014</b>
Printed Name	Date

### ValleyCrest Landscape Maintenance

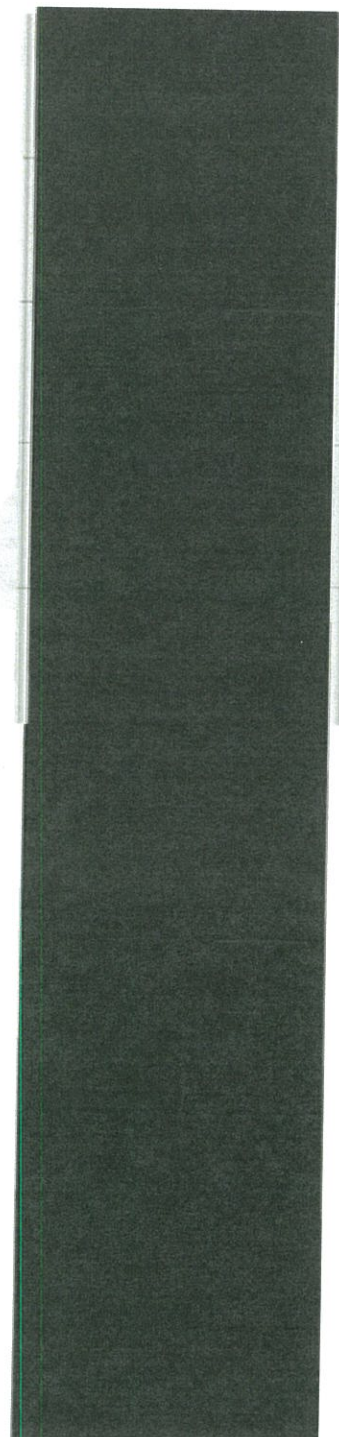
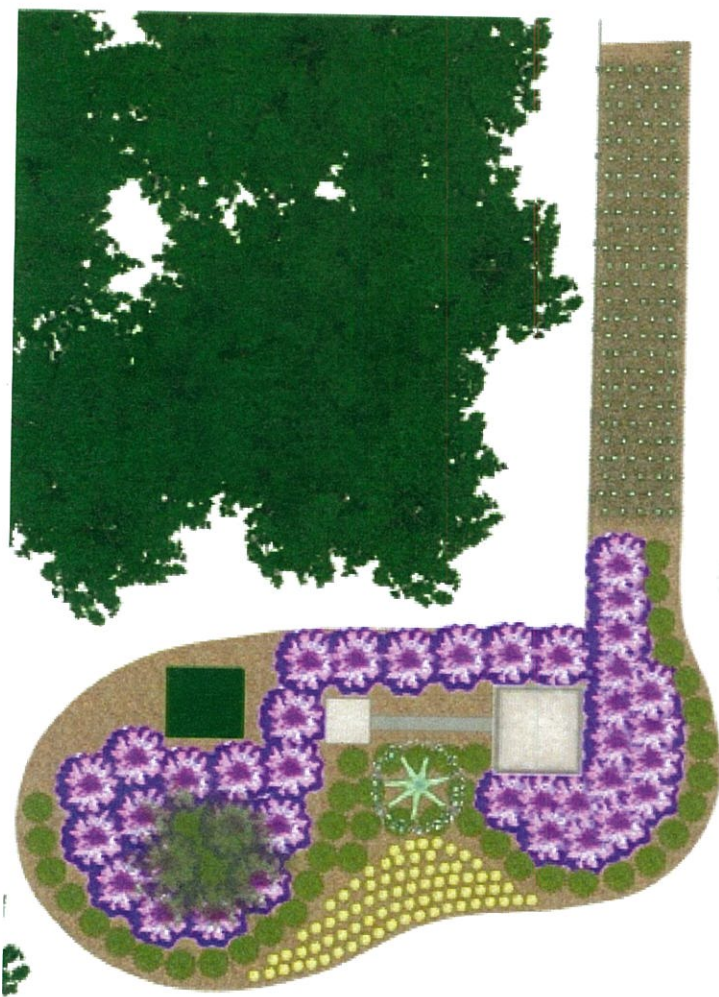
#### Account Manager Enhance

Signature	Title
<b>Jeff Blackburn</b>	<b>September 19, 2014</b>
Printed Name	Date

**Job #:** 342200056 **Proposed Price:** \$7,904.72

**SO #** 6005979





Plant Legend	
Symbol	Common
	Annual Color
	European Fan Palm
	Existing Grasses
	Existing Natural Area
	Existing Southern Live Oak
	Gold Mound Duranta
	Loropetalum



Project Name: \_\_\_\_\_  
 Sheet Title: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Drawn By: \_\_\_\_\_  
 Checked By: \_\_\_\_\_  
 Scale: \_\_\_\_\_

**BLANK**

## Proposal for Extra Work at Cordoba Ranch CDD

Property Name	Cordoba Ranch CDD	Contact	Scott Smith
Property Address	2516 Cordoba Ranch Blvd. Lutz, FL 33559	To	Cordoba Ranch CDD
		Billing Address	c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name      Executive entrance roundabout.

Project Description      Landscape center island. (Rose bed option)

### Scope of Work

QTY	UoM/Size	Material/Description
4.00	HOUR	Remove plant material and prep bed
2.00	EACH	European Fan Palm - B&B Palm Tree Installed
2.00	EACH	Sabal Palm B&B - B&B Palm Tree Installed
8.00	EACH	Loropetalum - Loropetalum Varieties 3 gal. Shrub/perennial Installed
32.00	EACH	Duranta Gold Mound - 3 gal. Shrub/perennial Installed
10.00	EACH	Rosa - Rose Drift Asst'd Colors 3 gal. Shrub/perennial Installed
0.50	CUBIC YARD	Bulk Potting Soil (Picked-Up) CY - Amendment Installed
2.00	EACH	Brown Mulch - CY - Installed
1.00	EACH	Irrigation retro-fit

For internal use only

SO#                      6006043

JOB#                    342200056

Service Line            130

**Total Installed Price                      \$2,868.29**

#### THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by ValleyCrest Landscape Maintenance  
 ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | www.valleycrest.com



## TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God are defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
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### Customer

	<b>PM</b>
Signature	Title
<b>Scott Smith</b>	<b>September 19, 2014</b>
Printed Name	Date

### ValleyCrest Landscape Maintenance

#### Account Manager Enhance

Signature	Title
<b>Jeff Blackburn</b>	<b>September 19, 2014</b>
Printed Name	Date

**Job #:** 342200056 **Proposed Price:** \$2,868.29

**SO #** 6006043





**ValleyCity**  
Landscape Co.



## Proposal for Extra Work at Cordoba Ranch CDD

Property Name	Cordoba Ranch CDD	Contact	Scott Smith
Property Address	2516 Cordoba Ranch Blvd. Lutz, FL 33559	To	Cordoba Ranch CDD
		Billing Address	c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614

Project Name      Executive entrance roundabout.

Project Description      Landscape center island. (annual bed option)

### Scope of Work

QTY	UoM/Size	Material/Description
4.00	HOUR	Remove plant material and prep bed
2.00	EACH	European Fan Palm - B&B Palm Tree Installed
2.00	EACH	Sabal Palm B&B - B&B Palm Tree Installed
8.00	EACH	Loropetalum - Loropetalum Varieties 3 gal. Shrub/perennial Installed
32.00	EACH	Duranta Gold Mound - 3 gal. Shrub/perennial Installed
30.00	EACH	4" pot Seasonal (Annual) Color Installed
0.50	CUBIC YARD	Bulk Potting Soil (Picked-Up) CY - Amendment Installed
2.00	EACH	Brown Mulch - CY - Installed
1.00	EACH	Irrigation retro-fit

For internal use only

SO#                      6006039

JOB#                    342200056

Service Line            130

**Total Installed Price                      \$2,798.29**

#### THIS IS NOT AN INVOICE

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 ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | [www.valleycrest.com](http://www.valleycrest.com)

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### Customer

	<b>PM</b>
Signature	Title
<b>Scott Smith</b>	<b>September 19, 2014</b>
Printed Name	Date

### ValleyCrest Landscape Maintenance

**Account Manager Enhance**

Signature	Title
<b>Jeff Blackburn</b>	<b>September 19, 2014</b>
Printed Name	Date

**Job #:** 342200056 **Proposed Price:** \$2,798.29

**SO #** 6006039





**ValleyCity**  
Landscape Co.



**BLANK**

## Proposal for Extra Work at Cordoba Ranch CDD

Property Name	Cordoba Ranch CDD	Contact	Scott Smith
Property Address	2516 Cordoba Ranch Blvd. Lutz, FL 33559	To	Cordoba Ranch CDD
		Billing Address	c/o Rizetta & Company 3434 Colwell Ave Ste 200 Tampa, FL 33614
Project Name	Cordoba Ranch executive entrance back side		
Project Description	Landscape back are of beds.		

### Scope of Work

QTY	UoM/Size	Material/Description
8.00	HOUR	Remove plant material and prep beds
6.00	CUBIC YARD	Bulk Top Soil (Picked-Up) CY - Amendment Installed
8.00	EACH	Sabal Palm B&B - B&B Palm Tree Installed
2.00	EACH	Lagerstroemia indica - Crape Myrtle Multi Trunk - White Pink Red Lavender 30 gal. Tree Installed
60.00	EACH	Loropetalum - Loropetalum Varieties 3 gal. Shrub/perennial Installed
84.00	EACH	Dianella tasmanica - variegated Blueberry Flax 1 gal. Ground Cover Installed
20.00	EACH	Brown Mulch - CY - Installed
1.00	EACH	Irrigation Retro- fit

For internal use only

SO# 6006049

JOB# 342200056

Service Line 130

**Total Installed Price** **\$7,265.75**

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 ValleyCrest Landscape Maintenance, Inc. | 26642 Wild Fern Circle, Lutz, FL 33559 ph. (813) 994-2309 fax (813) 973-3293 | [www.valleycrest.com](http://www.valleycrest.com)

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### Customer

	<b>PM</b>
Signature	Title
<u>Scott Smith</u>	<u>September 19, 2014</u>
Printed Name	Date

### ValleyCrest Landscape Maintenance

**Account Manager Enhance**

Signature	Title
<u>Jeff Blackburn</u>	<u>September 19, 2014</u>
Printed Name	Date

**Job #:** 342200056 **Proposed Price:** \$7,265.75

**SO #** 6006049











## **Tab 10**

## Cordoba Ranch CDD Envera Visitor Report

Date/Time	Time In Queue	Processing Time
2015-02-01 04:01:05.0	0.91	26.30
2015-02-01 06:49:45.0	0.92	29.27
2015-02-01 08:17:53.0	24.59	18.78
2015-02-01 09:15:44.0	34.24	35.48
2015-02-01 09:19:27.0	0.91	41.09
2015-02-01 09:47:05.0	15.73	14.13
2015-02-01 10:49:25.0	1.33	75.93
2015-02-01 10:54:13.0	7.71	74.15
2015-02-01 10:55:36.0	14.42	8.91
2015-02-01 18:36:12.0	11.84	96.21
2015-02-01 19:05:55.0	18.42	213.71
2015-02-01 19:33:37.0	11.31	144.16
2015-02-01 21:28:02.0	0.87	41.34
2015-02-01 21:47:51.0	0.91	53.68
2015-02-02 03:16:12.0	0.86	31.57
2015-02-02 04:51:38.0	0.83	24.68
2015-02-02 19:28:12.0	0.91	47.94
2015-02-02 19:50:58.0	4.48	73.73
2015-02-02 21:41:08.0	0.92	31.94
2015-02-02 23:25:49.0	0.80	56.41
2015-02-03 02:26:47.0	0.94	27.52
2015-02-03 04:32:38.0	0.91	30.75
2015-02-03 18:37:18.0	20.00	11.26
2015-02-03 19:09:56.0	0.91	62.88
2015-02-03 19:51:35.0	0.70	43.63
2015-02-04 04:34:36.0	0.94	55.33
2015-02-04 04:44:00.0	1.83	25.20
2015-02-04 19:00:26.0	8.21	61.32
2015-02-04 20:49:20.0	0.94	34.79
2015-02-04 21:46:37.0	3.00	36.55
2015-02-05 04:25:30.0	2.92	28.03
2015-02-05 05:12:29.0	0.86	25.96
2015-02-05 19:12:40.0	15.24	49.61
2015-02-05 19:14:29.0	14.73	8.53
2015-02-05 20:32:17.0	1.08	58.73
2015-02-05 21:30:55.0	0.92	33.84
2015-02-06 04:21:15.0	0.92	33.18
2015-02-06 04:45:34.0	0.91	28.39
2015-02-06 18:43:14.0	0.89	63.07
2015-02-06 18:49:47.0	0.75	43.70
2015-02-06 19:01:24.0	0.70	39.55
2015-02-06 19:50:44.0	0.94	51.76
2015-02-06 19:57:05.0	0.92	77.08
2015-02-06 20:01:42.0	0.73	33.04

2015-02-06 20:13:47.0	11.14	44.90
2015-02-06 20:31:24.0	6.37	45.80
2015-02-06 21:06:18.0	1.58	58.75
2015-02-06 21:17:36.0	0.89	28.44
2015-02-06 21:19:39.0	0.87	76.47
2015-02-06 21:49:39.0	0.87	43.93
2015-02-07 04:42:02.0	0.95	32.59
2015-02-07 05:10:55.0	0.86	28.67
2015-02-07 20:30:02.0	0.89	55.37
2015-02-07 20:34:19.0	0.89	29.78
2015-02-07 20:47:36.0	1.00	44.90
2015-02-07 21:55:41.0	0.89	49.05
2015-02-08 01:12:28.0	0.97	67.80
2015-02-08 03:32:31.0	4.40	34.18
2015-02-08 06:33:58.0	0.94	33.17
2015-02-08 07:31:49.0	0.89	67.02
2015-02-08 07:38:04.0	0.89	167.34
2015-02-08 07:56:21.0	0.86	194.07
2015-02-08 08:16:53.0	0.95	104.70
2015-02-08 08:47:45.0	0.92	76.75
2015-02-08 09:01:31.0	1.76	47.47
2015-02-08 09:50:23.0	0.87	54.40
2015-02-08 10:54:07.0	1.06	86.84
2015-02-08 14:57:14.0	1.00	40.05
2015-02-08 18:34:58.0	0.92	48.60
2015-02-08 19:01:45.0	0.89	168.23
2015-02-08 19:30:02.0	22.11	41.20
2015-02-08 19:31:05.0	27.52	9.77
2015-02-08 21:24:21.0	0.70	37.16
2015-02-08 21:41:22.0	0.89	31.28
2015-02-09 00:00:14.0	0.92	30.44
2015-02-09 03:37:22.0	1.78	31.90
2015-02-09 05:06:05.0	2.93	25.13
2015-02-09 19:13:35.0	0.83	47.80
2015-02-09 19:30:22.0	0.87	34.01
2015-02-09 20:00:55.0	0.81	42.17
2015-02-09 20:26:58.0	1.03	32.76
2015-02-09 21:00:08.0	0.87	32.36
2015-02-10 03:20:52.0	0.87	34.02
2015-02-10 05:23:30.0	0.86	29.12
2015-02-10 18:39:01.0	1.05	45.82
2015-02-10 19:03:19.0	13.49	83.96
2015-02-10 21:21:43.0	0.94	121.49
2015-02-11 02:43:28.0	2.96	34.12
2015-02-11 04:53:35.0	0.91	28.74
2015-02-11 18:44:52.0	0.92	69.00
2015-02-11 19:16:37.0	18.24	22.53



2015-02-11 19:29:21.0	0.84	46.38
2015-02-11 19:41:26.0	0.97	31.84
2015-02-11 19:42:42.0	0.98	44.22
2015-02-11 19:51:55.0	2.87	74.79
2015-02-11 21:04:37.0	1.01	68.46
2015-02-11 23:01:24.0	0.97	51.65
2015-02-12 03:06:37.0	3.01	31.82
2015-02-12 05:32:43.0	0.86	28.38
2015-02-12 19:01:32.0	10.47	164.84
2015-02-12 19:15:23.0	16.12	11.34
2015-02-12 21:28:29.0	0.94	76.86
2015-02-13 04:01:11.0	0.94	28.66
2015-02-13 05:23:05.0	0.91	25.90
2015-02-13 18:33:50.0	12.62	25.49
2015-02-13 19:42:41.0	1.01	50.59
2015-02-13 20:31:05.0	0.78	50.35
2015-02-13 23:42:41.0	0.94	52.25
2015-02-14 00:50:09.0	2.28	36.74
2015-02-14 04:46:29.0	0.89	65.68
2015-02-14 04:53:44.0	0.89	29.97
2015-02-14 19:03:46.0	1.09	56.51
2015-02-15 03:59:09.0	0.95	24.88
2015-02-15 06:37:40.0	0.97	34.07
2015-02-15 07:47:35.0	0.92	54.66
2015-02-15 08:03:26.0	0.72	113.02
2015-02-15 09:40:28.0	0.92	21.04
2015-02-15 09:49:45.0	10.08	14.34
2015-02-15 10:21:52.0	2.14	95.13
2015-02-15 10:29:29.0	0.94	61.84
2015-02-15 10:32:32.0	0.95	41.33
2015-02-15 18:36:40.0	15.63	126.52
2015-02-15 18:42:57.0	4.95	216.88
2015-02-15 19:10:55.0	30.95	100.93
2015-02-15 19:17:43.0	1.09	36.74
2015-02-15 20:06:08.0	1.25	36.91
2015-02-15 23:28:18.0	0.95	65.08
2015-02-16 04:11:30.0	12.65	35.27
2015-02-16 04:24:55.0	0.89	50.62
2015-02-16 18:56:20.0	6.72	61.79
2015-02-16 19:13:53.0	1.00	44.52
2015-02-16 20:48:06.0	3.06	38.31
2015-02-16 21:01:49.0	0.98	39.36
2015-02-16 22:09:47.0	0.95	45.45
2015-02-17 04:22:30.0	0.94	28.02
2015-02-17 04:40:05.0	0.94	29.89
2015-02-17 19:08:34.0	5.18	45.97
2015-02-17 20:29:42.0	0.95	45.85

2015-02-17 20:33:37.0	0.95	262.47
2015-02-18 04:51:14.0	0.89	27.35
2015-02-18 04:54:48.0	0.90	28.50
2015-02-18 18:39:02.0	20.45	98.08
2015-02-18 18:53:33.0	14.06	14.41
2015-02-18 18:57:46.0	21.72	11.22
2015-02-18 18:59:44.0	20.19	88.82
2015-02-18 19:24:41.0	29.80	28.63
2015-02-18 19:26:04.0	18.14	43.23
2015-02-18 19:27:17.0	33.74	9.73
2015-02-18 19:51:41.0	3.57	31.73
2015-02-18 21:50:25.0	0.90	36.24
2015-02-19 04:15:20.0	0.89	30.39
2015-02-19 04:53:58.0	4.35	35.27
2015-02-19 18:35:53.0	14.34	95.62
2015-02-19 18:38:56.0	22.09	34.26
2015-02-19 18:45:33.0	9.97	35.29
2015-02-19 19:19:28.0	31.78	10.89
2015-02-19 20:02:27.0	0.94	53.03
2015-02-19 20:36:16.0	0.97	35.05
2015-02-20 01:22:42.0	0.98	156.89
2015-02-20 04:16:18.0	0.97	35.29
2015-02-20 04:49:50.0	0.98	31.00
2015-02-20 18:31:39.0	36.32	49.45
2015-02-20 18:41:27.0	36.61	39.84
2015-02-20 19:22:47.0	28.99	11.50
2015-02-20 19:34:22.0	10.16	8.66
2015-02-20 20:01:23.0	13.48	49.70
2015-02-20 22:01:43.0	0.97	307.70
2015-02-21 04:12:01.0	0.95	31.17
2015-02-21 04:54:57.0	0.95	30.34
2015-02-21 06:58:32.0	0.94	33.65
2015-02-21 18:37:37.0	33.46	185.36
2015-02-21 18:51:48.0	24.63	42.71
2015-02-21 19:18:23.0	45.52	28.72
2015-02-21 19:21:53.0	2.54	48.81
2015-02-21 19:50:09.0	1.23	42.92
2015-02-21 20:22:10.0	36.94	27.86
2015-02-21 20:23:23.0	34.93	6.90
2015-02-21 21:45:39.0	0.91	36.27
2015-02-21 22:03:17.0	0.94	48.28
2015-02-22 05:07:58.0	0.91	42.09
2015-02-22 06:11:47.0	0.89	28.61
2015-02-22 07:59:43.0	0.92	72.53
2015-02-22 08:58:08.0	30.94	49.20
2015-02-22 09:14:07.0	0.90	45.20
2015-02-22 09:32:58.0	25.18	8.96

2015-02-22 09:35:03.0	0.91	59.69
2015-02-22 10:27:31.0	27.77	10.28
2015-02-22 19:12:48.0	21.48	56.08
2015-02-22 19:34:24.0	33.51	73.15
2015-02-22 19:37:33.0	52.00	16.60
2015-02-22 19:38:46.0	40.56	70.22
2015-02-22 19:40:37.0	37.05	31.95
2015-02-22 20:49:26.0	0.76	46.32
2015-02-22 21:38:44.0	0.94	47.96
2015-02-23 02:38:38.0	0.95	38.61
2015-02-23 04:06:40.0	0.95	29.56
2015-02-23 04:32:55.0	0.95	30.77
2015-02-23 16:43:53.0	3.90	44.17
2015-02-23 18:44:27.0	31.45	65.21
2015-02-23 18:50:00.0	9.92	43.71
2015-02-23 19:02:42.0	9.08	43.56
2015-02-23 20:33:19.0	0.95	44.60
2015-02-23 20:37:19.0	1.00	81.01
2015-02-24 01:28:26.0	0.76	32.15
2015-02-24 02:26:21.0	0.76	35.65
2015-02-24 03:59:26.0	1.15	32.87
2015-02-24 16:15:15.0	0.86	31.82
2015-02-24 18:49:23.0	39.80	10.00
2015-02-24 19:05:17.0	48.52	40.75
2015-02-24 20:14:58.0	2.61	51.95
2015-02-24 21:22:48.0	64.84	10.72
2015-02-24 21:48:28.0	0.78	66.03
2015-02-25 04:03:33.0	0.84	28.92
2015-02-25 04:30:47.0	0.86	27.80
2015-02-25 12:52:31.0	21.47	117.27
2015-02-25 19:07:24.0	0.92	128.67
2015-02-25 19:18:05.0	12.97	36.33
2015-02-25 19:26:21.0	0.72	55.46
2015-02-25 19:35:06.0	14.59	42.48
2015-02-25 20:05:49.0	64.70	33.10
2015-02-25 20:43:07.0	1.15	39.91
2015-02-25 20:49:39.0	0.92	28.94
2015-02-26 04:47:39.0	4.43	37.50
2015-02-26 05:19:04.0	0.97	52.51
2015-02-26 18:58:31.0	10.02	12.31
2015-02-26 19:13:06.0	9.31	44.57
2015-02-26 19:43:02.0	0.92	149.69
2015-02-26 20:00:40.0	8.19	42.28
2015-02-26 20:14:41.0	19.74	39.10
2015-02-27 03:25:37.0	0.91	36.79
2015-02-27 05:00:03.0	0.95	24.95
2015-02-27 18:33:19.0	0.89	58.50

2015-02-27 18:34:47.0	20.75	56.91	
2015-02-27 18:36:05.0	19.49	8.14	
2015-02-27 18:41:16.0	14.02	136.26	
2015-02-27 18:45:39.0	4.84	64.26	
2015-02-27 18:53:34.0	19.11	66.83	
2015-02-27 18:55:00.0	12.25	15.20	
2015-02-27 18:57:36.0	11.05	44.37	
2015-02-27 19:06:16.0	35.96	38.81	
2015-02-27 19:07:34.0	29.46	18.96	
2015-02-27 19:08:33.0	13.99	47.33	
2015-02-27 19:09:34.0	17.33	39.23	
2015-02-27 19:10:31.0	11.48	174.51	
2015-02-27 19:13:42.0	16.13	83.25	
2015-02-27 19:33:45.0	48.27	44.74	
2015-02-27 19:39:58.0	31.28	95.94	
2015-02-27 19:46:47.0	12.31	51.25	
2015-02-27 19:49:01.0	28.99	90.53	
2015-02-27 19:51:44.0	1.03	79.22	
2015-02-27 19:53:29.0	33.36	97.92	
2015-02-27 20:05:05.0	21.05	109.64	
2015-02-27 20:19:34.0	33.55	7.79	
2015-02-27 20:24:27.0	5.74	56.57	
2015-02-27 20:25:57.0	0.94	35.51	
2015-02-27 20:26:58.0	3.45	44.04	
2015-02-27 20:27:45.0	27.02	16.83	
2015-02-27 20:34:03.0	3.35	57.54	
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2015-02-27 21:53:33.0	1.12	75.54	
2015-02-27 22:33:29.0	0.94	37.29	
2015-02-27 23:17:30.0	0.92	84.23	
2015-02-28 04:55:16.0	1.00	33.18	
2015-02-28 05:25:30.0	1.01	40.81	
2015-02-28 18:31:47.0	20.81	16.75	
2015-02-28 18:33:49.0	18.00	75.66	
2015-02-28 18:36:20.0	16.28	38.80	
2015-02-28 18:37:32.0	27.68	7.58	
2015-02-28 19:25:01.0	16.45	49.16	
2015-02-28 19:52:28.0	12.25	10.09	
2015-02-28 20:00:43.0	34.99	7.41	
2015-02-28 21:41:29.0	1.00	49.89	
2015-02-28 21:50:56.0	0.92	37.57	
	<b>9.0</b>	<b>52</b>	Average
	<b>65</b>	<b>308</b>	Max



## **Tab 11**



## CONTACT

## da Community Development District Web Sites

A row of modern, two-story houses with white siding and dark roofs, featuring large windows and front porches, set against a blue sky with clouds.

<http://netixsolutions.com/community-development-district-websites/> [3/10/2015 1:58:51 PM]

### Our Scope of Services

In an effort to maintain transparency, we use the same standard agreement for *all* new CDD websites. This agreement posted on this page represents our Agreement with your CDD should you choose to purchase our services. This page was last updated on 01/19/15.

Netix Solutions will provide your CDD with the creation, development, deployment, and continual maintenance of a website that is compliant with the latest web standards. Netix Solutions will also use records supplied by your District Manager to furnish the website with all required content to comply with Senate Bill 1632 (Florida Statute 189.069).

Netix Solutions will obtain a custom domain for your CDD (if you do not have one already) and will design and deploy a custom designed website on the custom domain name within the specified deployment time frame. Netix Solutions will maintain monthly backups of your CDD’s web site and will provide constant security updates as needed to maintain the integrity of your CDD’s web site.

Your CDD website will come with a prescribed number of email accounts that match your CDD Website’s domain name. Email addresses will feature mobile and desktop access from any internet connected device.

The fee for this scope of services is a set figure with no hidden charges. Our service plans are offered at a “Basic” and a “Premium” service level as outlined in the table below. The CDD will be the owner of all content on their website, their domain name, etc. If the website is ever canceled, we will export all website content to a format that you can use on your replacement site.

### General Terms of our Agreement

- 1. All invoices are due and payable upon presentation. For invoices not paid within 15 days, interest on the balance due will be charged at the maximum legally permissible rate.
- 2. A one year agreement will be required, for the first year and will renew each year unless canceled. Your CDD may cancel this agreement at any time for any reason with 30 day notice to include the last months payment. Upon cancelation, the content of the website, the domain name, etc will all be transferred to the CDD or its designee for your future endeavors. A small transfer fee may be required by the Domain Registrar and does not usually exceed \$50.
- 3. If this agreement is canceled, the CDD agrees to be up to date with all existing invoices due prior to cancelation.

This page shall represent the entire agreement between the CDD and the Netix Solutions. Both Netix Solutions and your CDD understand and agree with the terms and conditions as set forth herein.

### Our Pricing:

CDD Website Plans	Basic	Premium
	\$1,200 per year	\$2,400 per year
Setup/Design Fee	\$200.00	Free!
Estimated Delivery	45 days or less	30 days or less
Hosting/Storage/Bandwidth Included	Unlimited	Unlimited
FL Senate Bill 1632 Compliant	✔	✔
Guaranteed 99% Uptime	✔	✔
Free Custom Theme for your CDD Website	✔	✔

Monthly Website Backups	✔	✔
Managed Updates and Uploads	✔	✔
Resident Email Collection and Email Blasts	✔	✔
Contact Form System	Basic Email Form	Custom Email Form w/ Advanced Features
Posting of Meeting Agendas, Minutes, and Board Resolutions, Community Events. News. etc	Updated Twice per Month	Weekly Updates
Posting of News Releases / Alerts	Up to 4 free per month	Up to 10 free per month
Other Custom Pages	50	100
"@{yourwebsite}.com" e-mail accounts	\$5 per month per user	6 Free Email Addresses
Support Turn Around	2 business days	1 business day
	Contact Us	Contact Us

Want to see an example?

Check out our [Demo web site](#)

Check out one of our functional CDD web sites: [Seven Oaks CDD](#)

TECHNOLOGY  
MADE EASY

Tell us your goals, sit back, relax, and we take care of the rest.

RESPONSIVE SUPPORT  
ANSWERS FOR YOUR  
QUESTIONS

Customers, or potential clients can contact our 24/7 support team by emailing [support@netixsolutions.com](mailto:support@netixsolutions.com)

GET CONNECTED  
COMMUNITY INVOLVEMENT

Community Involvement isn't dead. It just needs help. Even with the budget cuts, the sticky issues, the fighting-mad residents. It's not easy, but when citizens and public servants get on the same page, they can move mountains.



**BLANK**



The Fusion of Business and Technology

[www.ktek.com](http://www.ktek.com)

2536 Countryside Blvd.  
2<sup>nd</sup> Floor  
Clearwater, Florida 33763

phone: 727-726-1700  
fax: 727-726-1744

## Web Solution For

### Cordoba Ranch Community Development District

Tracy J. Robin  
District Counsel to Cordoba Ranch  
Community Development District

Provided By  
**K.Tek Systems, Inc.**  
2536 Countryside Blvd.  
2<sup>nd</sup> Floor  
Clearwater, FL 33763



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2536 Countryside Blvd.  
2<sup>nd</sup> Floor  
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phone: 727-726-1700  
fax: 727-726-1744

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2<sup>nd</sup> Floor  
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phone: 727-726-1700  
fax: 727-726-1744

## *Proposal for Services*

This *Proposal for Services* defines the tasks to be performed by K.Tek Systems, Inc. and Cordoba Ranch Community Development District. In addition, the specific responsibilities of K.Tek Systems, Inc. and Cordoba Ranch Community Development District are included. Throughout this proposal, references to Customer, unless otherwise specified, shall refer to Cordoba Ranch Community Development District, and those individuals working for Cordoba Ranch Community Development District who are involved directly with the project. Hereafter, K.Tek Systems, Inc. will be referred to as "K.Tek."

Completion and submittal of the enclosed signature page along with a valid purchase order and payment on contract indicates agreement and acceptance of project scope, terms and conditions.

After acceptance of terms in this *Proposal for Services*, changes to the conditions set forth in this document will be processed in accordance with the procedure described in Terms and Conditions.

## *Value Proposition*

**At K.Tek Systems Inc.,** we are web technology business consultants whose individualized solutions provide the best return on your technology investment. Our custom solutions can be developed to increase productivity, profitability or streamline and automate processes across vertical markets. We understand that every business has unique needs and therefore only implement solutions which are tailored to a client's specific goals. K.Tek Systems enters into a partnership with our clients – we dedicate time to understanding their specific business needs up front and then provide fixed-bid pricing for solutions to avoid unanticipated costs for clientele.

### **Value Proposition for Cordoba Ranch Community Development District.**

1. The website will help position and promote Cordoba Ranch Community Development District's brand.
2. The new web site will be dynamic and graphically vibrant.
3. The site will be created to be user friendly, and easy to navigate and search for information.
4. The website will come with an easy to use custom Content Management System so that you can easily self maintain, manage and update the specific parts of the site that are defined.





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## Description of Services

### K.Tek's Objectives

During this engagement, K.Tek will lead the allocated staff and resources of Cordoba Ranch Community Development District through K.Tek's methodology of design, project management, development, and implementation. The following objectives, milestones and deliverables will be met as a part of this engagement:

- Global Objectives:  
To create a site that is professional, user friendly, secure and easy to update. K.Tek is charged with designing the best solution for our client that will yield the best Return on Investment, Build Efficiencies within their business and current operations, Build Consistencies and thereby Increase Customer Service/Self-Service and to overall ADD VALUE AND YIELD PROFITABILITY FOR OUR CLIENTS
- Client Project Specific Objectives:  
Deliverables and Expectations:
  - **Cordoba Ranch Community Development District.** to provide K.Tek with all logos and marketing identities.
  - **Cordoba Ranch Community Development District.** to provide K.Tek with all content/copy/images to be placed on the static pages that they will be providing. Due within 1 week upon the onset of production. If desired, K.Tek will use royalty free photos for stock images on the site.
  - **The cost of any and all stock images approved by Client and purchased by Developer for use on Client's website will be billed to Client as an addition to the base price contemplated by this agreement.**

### Business Analysis and Discovery

K.Tek will spend an allotted amount of time learning the current workflow, business goals, and web site and web application objectives.

### System Design and Documentation

K.Tek will recommend and communicate a system design to Cordoba Ranch Community Development District. that meets all of the defined objectives as well as K.Tek's standard Web development objectives: Design Elements, Content, Easy Navigation, Interactivity, Load Time, and Technology Functionality. The normal components of a system design are as follows:

Front-end Design/User Interface  
Back-end Design/Data Integration  
Site Navigation  
Security



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## Web Site/Application Requirements and Specifications

### **Technical Requirements:**

#### **Microsoft Hosted Server:**

Microsoft Windows 2012R2  
Microsoft SQL 2014

#### **Linux Hosted Server:**

Apache: 2.2.x  
PHP: 5.4.x  
MySQL: 5.5.x  
WordPress: 4.1.1

#### **Client:**

HTML/CSS/Java/Flash  
Microsoft .Net Framework

#### **The system will be compliant with the following browsers:**

Microsoft IE 9.0 and higher  
Firefox 34 and higher  
Safari 6.0 and higher  
Chrome 39 and higher

### **Web Site Design (Front-end)**

For this project we are proposing to develop a custom design, which will include:

#### **Interface Design and Branding**

- Color Palette Creation
- Branding element design
- Home page
  - o Viewing paths
  - o Visual elements
  - o Identity inclusion (logo)
- Navigation
  - o Site wide
- Interior page
  - o Interior layout specifics
  - o Navigation modified as necessary
- Create HTML versions
  - o Homepage delivered as complete HTML
  - o Interior delivered as re-usable template for page development



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## Proposed Solutions and Features

### WordPress Solution

Included in a WordPress Solution is the installation and setup of WordPress, installing and customizing a theme, and installing and configuring plug-ins that work with WordPress. Part of the setup service of WordPress will include SEO and security plug-ins that will help promote the site, and keep it safe. Included with setup are the following:

### Professional Page Development

Creation of each individual page; Styling for fonts; embedding images; Layout for each page; Graphic Design work for each page

### Content Management System & Responsive Theme

### SEO Friendly

Built to modern web standards which allow Search Engines to index your site correctly.

### Interactive Contact Forms

Electronic email web forms: to allow clients another method to contact you.

## Proposed Web Site Page Details

K.Tek Systems will propose the following sections for a new site using a domain that is used for your organization:

Site Pages	Comments
1. Home Page	Main Navigation, Introduction, Call to Action with lead ins to different parts of the site, and announcements listings
2. Board of Supervisors	List of board members, with pictures and contact info
3. Rules & Policies	Definitions Enforcement Procedures Amenity Access Cards Amenity Access Policy Conduct at District Amenities Clubhouse Rules Amenity Rentals & Reservations
4. Records	District Budgets Meetings Newsletter Articles Resolutions Street Tree Plans
5. Documents	Financial Documents Forms



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	Helpful Documents HOA Documents Meeting Documents Policies
6. Assessments	Content to be provided
7. District Map	Content to be provided
8. News/Blog	Content to be provided
9. Links	Content to be provided
10. FAQ	Content to be provided
11. Events	Content to be provided
12. District Staff	Content to be provided
13. Contact	Content to be provided
<b>Total Pages</b>	<b>To be Determined</b>





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### Proposed Investment For Website Development

Description		Comments
WordPress Solution		Included in the WordPress installation: <ul style="list-style-type: none"><li>• WordPress Install</li><li>• Theme installation and setup/customization of theme</li><li>• Licensed theme with included updates</li><li>• Plug-ins setup and configuration</li><li>• Security setup and configuration</li></ul>
WordPress Page Setup		Includes the setup, layout for all the pages and placement of content that is provided.  <b>*Total: Up to 20 Developed pages or site sections</b>
Site SEO Setup		<ul style="list-style-type: none"><li>• Includes setup and installation of WordPress SEO plugins</li><li>• SEO optimizing and keyword targeting of all the current pages of the site</li><li>• Search Engine Sitemap setup along with Sitemap Page</li><li>• Google and Bing/Yahoo Site Tools setup</li><li>• 301 Redirect links setup to map old page links to new page links</li></ul>
Network Consulting/ Training		Up to 2 hours phone training of WordPress CMS included
<b>TOTAL INVESTMENT</b>	<b>\$3,000.00*</b>	<b>*When the final page count is determined the proposed budget for the project can be adjusted to fixed bid depending upon if the site is bigger or smaller.</b>



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### Additional Fees

Description		Cost
Site Hosting	Monthly Fee	<b>\$40/Month or \$360/Year</b> -Includes the hosting of the site, daily site backups, site security and updating service of site framework and plugins, and domain hosted email up to 25 accounts.
E-Blast/Newsletter Service	Free/Included*	<b>Included: 2,000 subscribers, up to 10,000/Month</b> -*Anything above this amount is charged per the amount of messages being sent.
Domain Name Registration Services		<b>\$35 1 Year / \$70 2 Years</b> -The domain name for the site can be registered through K.Tek Systems. The domain will be registered under the name of the Community Development District. K.Tek Systems, will register the domain name with Network Solutions.
Web Site Maintenance		<b>\$150/An hour</b> -After the project has been developed and the site launched, if any help is needed with adding content to the site, add new section or features. K.Tek Systems, can schedule time to make the updates. Billing is done monthly for this, and is done in 15 minute increments.



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### *Project Implementation Schedule*

- Schedules will be determined in agreement by K.Tek's designated Project Manager and Customer's Project Coordinator.
- Your project is projected to take **30-45** business days for completion. The final timeline is not worked out until the project proposal is approved, signed and the down payment is made.
- Upon completion of the Project Implementation Schedule, K.Tek will allocate time and resources and dedicate an appropriate portion of its production schedule to successfully complete the above designated project. As a result, all payments, materials and requirements are due as per K.Tek's Implementation Schedule. Failure by the client to provide K.Tek with the necessary documents, feedback, design decisions or any other project related material to complete this project in accordance with the implementation schedule will not alleviate the clients responsibility the meet the agreed upon payment schedule as set forth in this document.

### *Payment Schedule*

50% Due at Start	\$1,500.00
50% Upon Completion, Before Site is live	\$1,500.00

Upon completion of the work above and full payment, ***Cordoba Ranch Community Development District*** will receive a full working copy and the full ownership of the custom web site being developed for ***Cordoba Ranch Community Development District***.



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## Acceptance Signature Document

An authorized signature below, by *Cordoba Ranch Community Development District*, indicates your acceptance of this proposal

### Cordoba Ranch Community Development District

By:

\_\_\_\_\_ Signature    Date \_\_\_\_\_

\_\_\_\_\_ Name

\_\_\_\_\_ Title

### K.Tek Systems, Inc.

By:

\_\_\_\_\_ Signature    Date \_\_\_\_\_

\_\_\_\_\_ Name

\_\_\_\_\_ Title





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## *Revisions and Design Changes*

"Revision" is defined herein as a batch of all requested changes to the design to be effected by **K.Tek** during the website design process. Client may submit two (2) website revision batches included in the standard website package price. Thereafter, all revisions will be billed at Developer's hourly rate. Client agrees to execute due diligence in attempting to collect all requested website changes into a revision before submitting to Developer. Client agrees that the final version of this custom package is the resultant website following Developer's completion of up to 2 revisions, except as requested by Client to be billed at Developer's hourly rate. Any subsequent website changes constitute a Change Order and are subject to the terms of this agreement. **K.Tek** prides itself in providing excellent customer service. That is the spirit of this agreement and the spirit of **K.Tek's** business. To that end, we encourage input from Client during the design process.

**K.Tek** understands, however, that Client may request significant design changes to pages that have already been built to Client's specification. To that end, please note that this agreement does not include a provision for significant page modification or creation of additional pages in excess of our agreed page maximum except as requested by Client and billed to Client at Developer's hourly rate. Client agrees that if significant page modification is requested after a page has been built to Client's specification it is considered an additional page. Some examples of significant page modification at the request of Client include:

- Developing a new table or layer structure to accommodate a substantial redesign at Client's request.
- Recreating or significantly modifying the company logo graphic at Client's request.
- Replacing more than 75% of the text to any given page at Client's request.
- Creating a new navigation structure at Client's request.
- Significantly reconfiguring Client's shopping cart with new product, shipping or discount calculation if an e-commerce enabled site has been selected by Client.

Clients who anticipate frequently changing the look of their site during the design process and Clients who desire to be intricately involved in the design of each page are encouraged to negotiate an agreement in advance which exceeds the standard design fees.



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## Terms and Conditions

### Customer Responsibilities

In order to ensure a successful completion of this project, **Cordoba Ranch Community Development District**, agrees to meet the following responsibilities. Failure to meet these responsibilities may result in change orders to this *Proposal for Services*. These change orders could result in additional charges to **Cordoba Ranch Community Development District**, or changes to the project deliverables.

The Customer;

- Accepts all responsibility for securing software licenses for applications not provided by K.Tek as a part of the order associated with this service.
- Is to allocate in-house resources to provide project input from part time project team members.
- Is to provide reasonable access and documentation on systems that must be integrated with the Web development project.
- Is to provide significant input and commitment to the Project Definition and Expected Product.
- Is to provide input and review of the Project Control Documents including the Proposal for Services and other project documentation, in a timely manner.
- Is to deliver all content in electronic format to be included in your site, in a timely manner.
- Is to deliver all of the PDF files for the products to be used on the site.
- Is to provide timely feedback on work in process on an ongoing basis as well as on the scheduled review dates.
- Is to sign the Software Approval Form at the mutually satisfactory conclusion of this project.
- Is to make required payments to K.Tek Systems, Inc. as per the agreed payment plan.

### K.Tek's Responsibilities

The following list identifies the responsibilities that K.Tek will perform in addition to project deliverables:

- Identify and schedule skilled, professional K.Tek resources that will perform the deliverables listed, and train Cordoba Ranch Community Development District. personnel with respect to use and maintenance of the web site.
- Responsibilities as indicated in section titled "Description of Services"

### Service Change Order Procedure

- A Service Change Order (SCO) will be the method for communicating any changes to the project. The SCO will describe the change(s); the reason for the change, the charges for the change and the effect the change will have on the project timelines. Authorized representatives of **Cordoba Ranch Community Development District**, and K.Tek must sign a completed SCO before implementation.

### Project Assumptions

- All pricing in this proposal is based on this *Proposal for Services*. Any work beyond the *Proposal for Services* may require additional costs in labor and materials.
- All pricing in this proposal is based on all work being completed as a continuous effort. Disruptions of this continuous effort beyond the control of K.Tek may require additional costs in labor and materials.
- K.Tek assumes that normal hours of operation will be Monday - Friday, 8:30 AM to 5:30 PM.
- **Cordoba Ranch Community Development District**, agrees not to attempt to hire any K.Tek personnel utilized for delivery of this contract. Should **Cordoba Ranch Community Development District**, desire to hire any personnel utilized for the delivery of this project, **Cordoba Ranch Community Development District**, agrees to pay K.Tek three (3) times that employee's annual salary. Should any individual utilized in the delivery of this project terminate their employment with K.Tek, **Cordoba Ranch Community Development District**, cannot employ or recruit that individual's services until 12 months after the resignation from K.Tek.

### Authorization and Release Information

- Upon acceptance of this document, Customer hereby consents to any use made or to be made by K.Tek, its advertising agency, and producers or publishers of its promotional material, any text or other material, prepared or created by K.Tek or any of such other parties at its own expense, which text or other material depicts, quotes or otherwise is attributed to Customer with respect to the use or ownership by Customer of any product or service manufactured, sold, provided or otherwise distributed by K.Tek and allows for the use of any testimonial given by the Customer in regards to K.Tek during the normal course of business. These statements may be used in printed publications, multimedia presentations, on websites or in any other distribution media. Customer also hereby releases K.Tek and such other parties from any obligation to make any payment hereunder or from any other liability incurred in connection with the use of any such text or other material in the manner provided above.



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fax: 727-726-1744

## References

Ms. Jeanne Higby - Firm Administrator

de la Parte & Gilbert, P.A.

101 E. Kennedy Blvd.

Tampa, FL 33602

(813)229-2775, Ext 265

[jhigby@dgfirm.com](mailto:jhigby@dgfirm.com)

[www.dgfirm.com](http://www.dgfirm.com)

Mr. Gary Baumann - Founding Partner

Baumann, Gant & Keeley, P.A.

800 E. Broward Boulevard, Suite 506

Ft. Lauderdale, FL 33301

(954) 440-4611

[gbaumann@baumannlegal.com](mailto:gbaumann@baumannlegal.com)

[www.baumannlegal.com](http://www.baumannlegal.com)

Mr. Joseph Isabel - Chief Operating Officer

Banker, Lopez Gassler, PA

501 E. Kennedy Boulevard

Tampa, Florida 33602

(813) 221-1500

[jisabel@bankerlopez.com](mailto:jisabel@bankerlopez.com)

[www.bankerlopez.com](http://www.bankerlopez.com)

Ms. Debi Hensley

Marketing Director/IT Administrator

Macfarlane Ferguson McMullen

201 N. Franklin Street

Tampa, FL 33602

(800) 482-8810

[dhensley@macfar.com](mailto:dhensley@macfar.com)



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## *Reference Site Links*

### Reference Links:

<http://www.hicksknight.com/>

<http://www.stahlconsulting.com/>

<http://www.dgfirm.com/>

<http://www.bankerlopez.com/>

## *Design Options*

Below are some possible examples of site layouts that we can use for the project. The content of these screen shots may not apply to this project, but they are being shown for examples to show layout and feature options. **See screen shots, next page.**



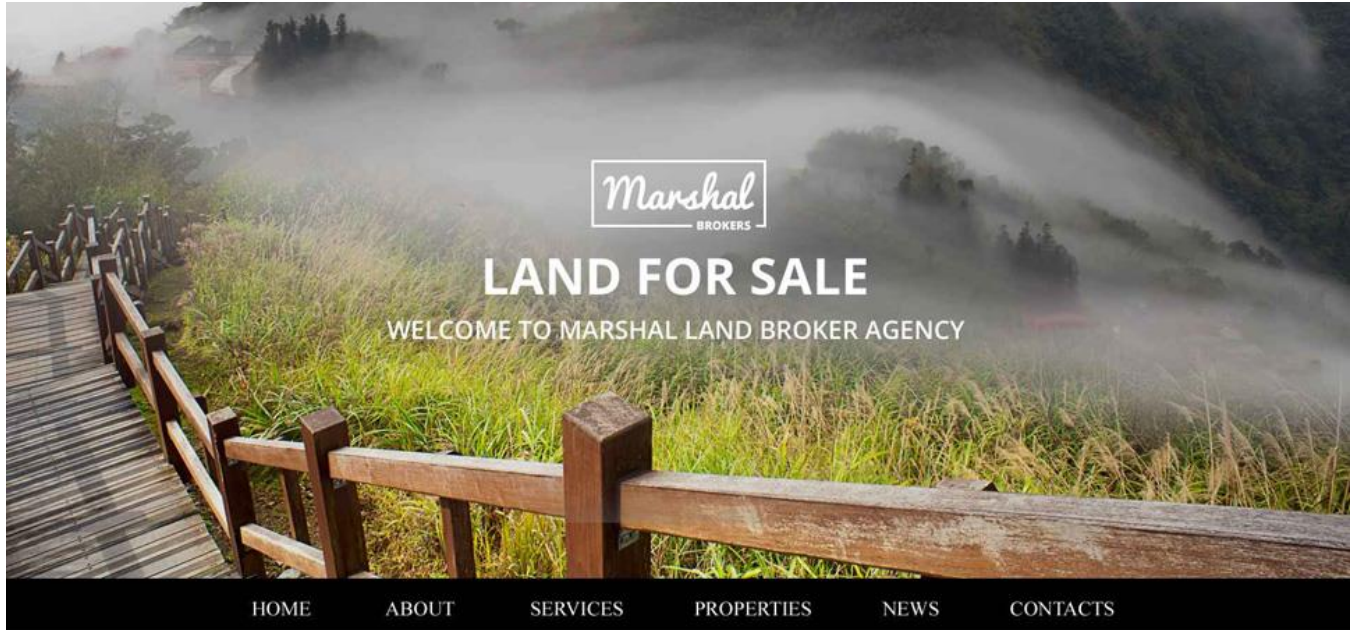


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ACCESS

REMOTE

POWER  
TO SITE

BORDERS  
PUBLIC LAND

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#### BUFFALO TRAIL RANCH BT2-18

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\$49,900



#### BLACK COW RANCH BC-5

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\$149,000



#### BUFFALO TRAIL RANCH BT2-18

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\$49,900





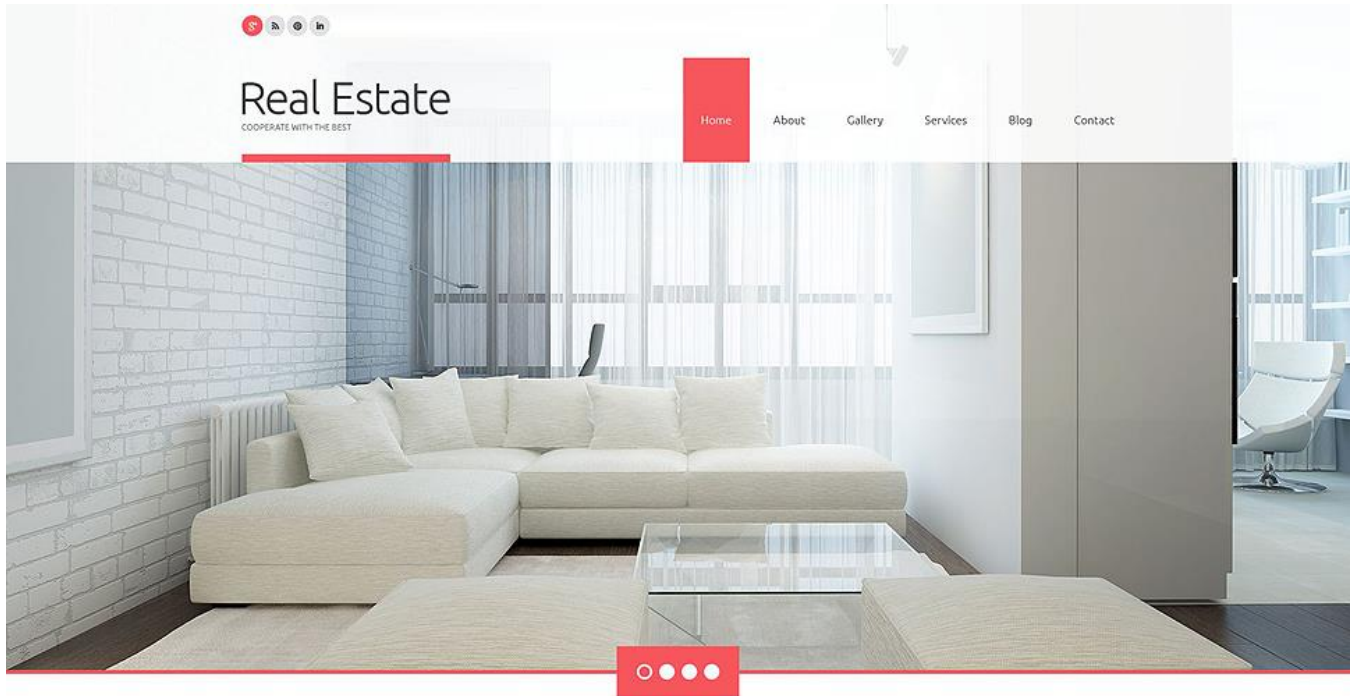
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Hello there!



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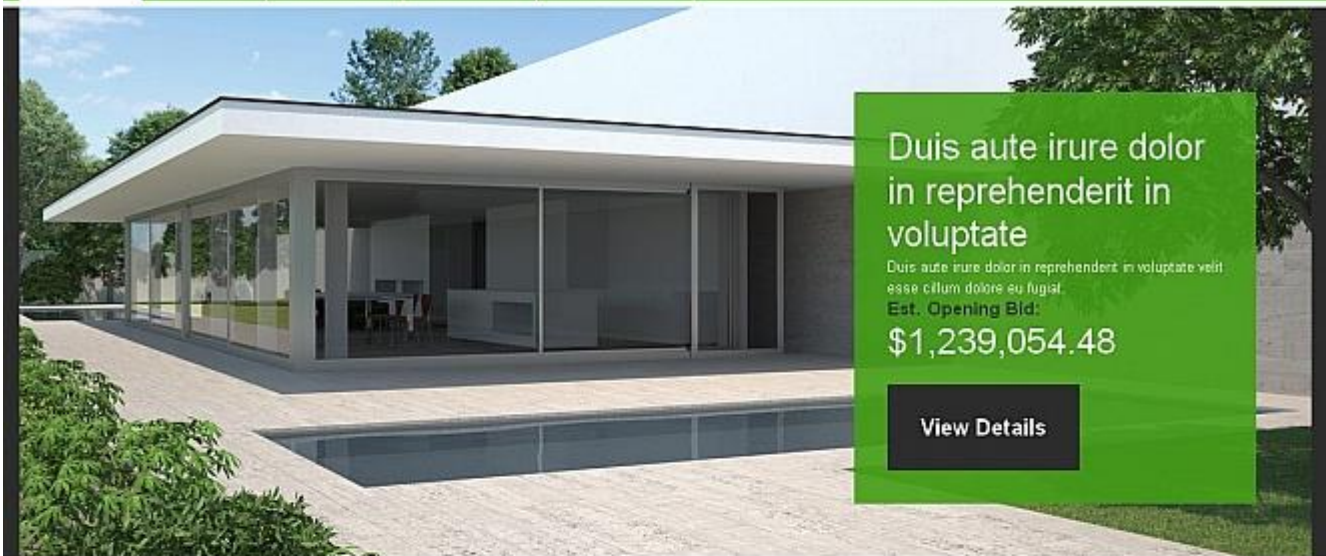
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View Details

Buy a **Residential** Property

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Start Here

Sell a **Commercial** Property

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Find

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### Getting Started

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Overview

Creating an Account

Register

Bid

### Buying

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Residential

Foreclosure

Commercial

Notes

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### Selling

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Commercial

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Frequently Asked Questions

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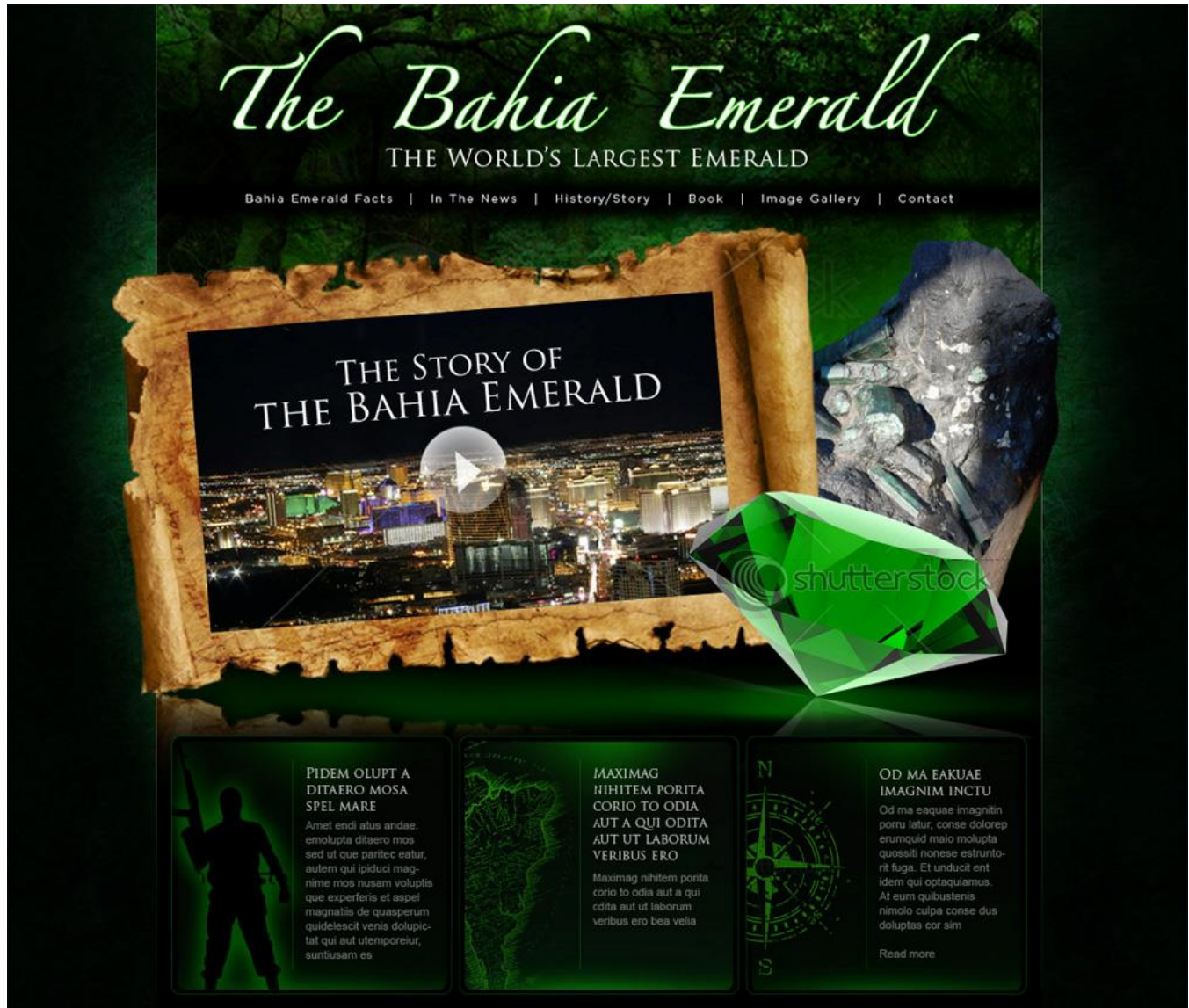
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The Fusion of Business and Technology







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Alltrust Insurance has established an alliance with Ford & Harrison LLP to offer a variety of legal services to our clients. Ford & Harrison LLP, founded in Atlanta in 1978, is a national labor, employment,



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# RIZZETTA & COMPANY

INCORPORATED

## Proposal for Community Development District Technology Services



# RIZZETTA TECHNOLOGY SERVICES



## Services Provided:

Website Design, Hosting, & Maintenance

E-mail Set-Up & Storage

CDD Website Compliance Oversight

Content Management

Network Consulting & Support



# Why Does Your District Need a Website?

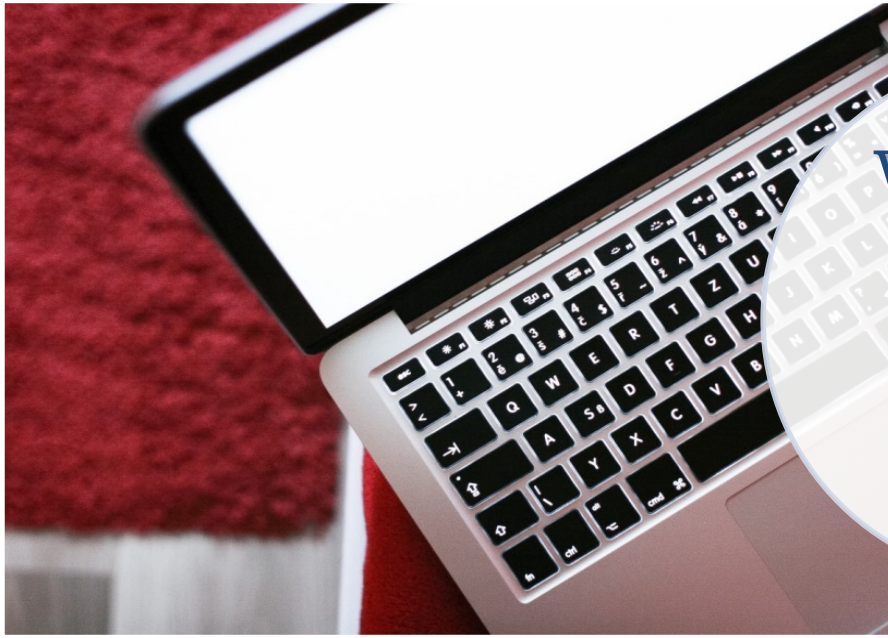
**Governor Rick Scott Signed Senate Bill 1632 into law on May 10, 2014, which states that by October 1, 2015, or by the end of the first full fiscal year after its creation, each special district must maintain an official website, and must submit its website address to the Special District Accountability Program. The link to each district website will be posted on the Department of Economic Opportunity's Website.**

**In addition, each district has a set of content guidelines that must be followed, monitored, and updated in order to remain in compliance.**



# What Information is Required?

- ✓ The full text of the special district's charter and the statute which the special district operates, any grant of special powers, the date of establishment, and the establishing entity.
- ✓ A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, special assessment, or charge.
- ✓ The primary contact person for the special district for purposes of communication from the Department of Economic Opportunity.
- ✓ A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.
- ✓ The adopted budget of the special district, in addition to budget amendments as required by with section 189.418, FL Statutes
- ✓ The final, complete audit report for the most recent fiscal year and other audit reports required by law or authorized by the governing body of the special district
- ✓ Full Legal Name of the district
- ✓ The public purpose of the special district.
- ✓ The name, address, e-mail address, and the term for each member of the governing body of the district
- ✓ The fiscal year of the district.
- ✓ The mailing address, email address, telephone number, and internet website uniform resource locator of the special district.
- ✓ A description of the boundaries and the services provided by the special district.



## What Your Website Would Include

In Addition to what is required by law, we will include additional standard features for your site, including sections for:

- Financial Documents
- Meeting Minutes
- Election Information
- General CDD Information
- Important Links
- Community News
- Event/Meeting Calendar



## Website Design & Implementation

**We will work with you to create a site that uniquely represents the style and branding of your district within our base template.**

**Advanced customization services are also available for an additional fee.**

## ^ 2014 Proposed Policies

- [Amenity Rules Handbook](#)
- [Advertising Policy](#)
- [Campaign Policy](#)

## ^ Financial Documents

## ^ Helpful Documents

## ^ Meeting Documents

## ^ News

## ^ Policies

## ^ Newsletter

## Information

[CDD](#)[Elections](#)[Finances](#)[HOA](#)[Meetings](#)[News](#)[Questions](#)[Services](#)

# Content Management

**We will provide services to upload and maintain district documents, as well as create new categories which may be required in the future.**

**We will take full responsibility for content compliance.**





## E-mail Hosting Services

**As Board Members, when you communicate about district business via e-mail, your e-mail becomes subject to public records request.**

**In order to avoid any potential comingling, we highly recommend maintaining a separate e-mail address solely for district-related communication- especially because your e-mail address is now required to be listed on the district's website.**

**We will set up a separate e-mail hosting service with Microsoft Exchange that will allow you to maintain an individual, separate e-mail address, with 25 GB of data storage. Your e-mail address would correspond with your new domain, such as Supervisor@YourCDD.org.**

# E-blast/Newsletter Services



**The ability to communicate rapidly & efficiently through digital channels is becoming increasingly important. Having the right information reach residents is vital to ensure your message is heard appropriately.**

**We can set up an e-blast system to quickly & easily communicate to your district's residents.**

# Additional Add-On Services



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**Rizzetta Technology Services**  
**Website Proposals FAQ**

**General Technical FAQ:**

**Q: Where are the domains being hosted?**

**A:** Domains are being hosted at Bluehost.com

**Q: What vendor did you purchase the domains from?**

**A:** The domains were purchased from GoDaddy.com

**Q: How much storage is available for each e-mail address?**

**A:** Each e-mail account comes equipped with 25 GB of storage.

**Q: What type of security is available on each site?**

**A:** Each site utilizes SSL (Secure Sockets Layer)/SSH (Secure Shell) servers, dual 24/7 monitoring, SFTP (Secure File Transfer Protocol).

**Q: Where are the servers located?**

**A:** The servers are located in Utah.

**General Objections FAQ:**

**Q: Why are the domain/hosting fees so high?**

**A:** There is a hard cost of hosting a domain for every website, every year, which varies by provider. The \$50/month also includes any maintenance and tech support that may be need for the site. Every CMS (Content Management System) provider charges a monthly or yearly fee for their templates as well, which is also incorporated into this fee.

**Q: Why are the e-mail fees so high?**

**A:** Staff time for set-up and overseeing monthly technical support for each Board member's email address is incorporated into these fees, in addition to the hard costs of monthly hosting and storage.

**Q: Why is there a cost for converting the website? Didn't we already pay you to set this up and maintain?**

**A:** The district's website currently is only about 25% in compliance. There is a need to utilize staff time for updating/making the appropriate changes as required by law, as well as setting up the template to allow for additional content to be added. This transfer fee also includes converting the website into a format that allows for greater flexibility and customization moving forward, as the district 100% has ownership of the site and is being built on a CMS (Content Management System) Platform (WordPress) that is recognizable to all website developers.

### **Other Misc. Questions:**

**Q: What is the turnaround time to post/upload a document?**

**A:** We will upload documents that are finalized as soon as they are executed and/or available, generally within 24 hours. Agendas will be posted on the website the same day that they are e-mailed out. Therefore, we will have a higher turnaround time than third parties, who may take anywhere from 48-hours to 3 days, etc. All Board Supervisors should read carefully through proposals from all other vendors for their turnaround times.

**Q: How many pages are needed to be built for each site?**

**A:** The standard RTS template that we are using comes with approximately 20 pages of content. All Board Supervisors should read carefully through their proposals from all other vendors to check for cost-per-page, as there may be limitations.

**Below is a general checklist for Board Supervisors to look at when dissecting third-party proposals to look for hidden fees that may not appear in the initial up-front/package costs:**

- Website Design fees (outside of initial set-up)
- E-mail administration
- Website Hosting
- Domain registration
- Content Management
- Technical Support/Consulting packages (rates per hour)
- Additional page add-ons
- Turn-around time fees

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**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

**CONTRACT FOR TECHNOLOGY SERVICES (“Contract”)**

---

**DATE:** \_\_\_\_\_

**BETWEEN:** **CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Hereinafter referred to as “**Client**”);

**AND:** **RIZZETTA TECHNOLOGY SERVICES, LLC**  
5020 W. Linebaugh Ave.  
Suite 200  
Tampa, Florida 33624

(Hereinafter referred to as “**Consultant**”).

**SCOPE OF SERVICES:**

Services provided by Consultant shall be to provide Client with the development, implementation, maintenance and/or the upgrading of its technological capabilities. Services may include, but are not limited to:

**Web Site:**

**Development:**

Consultant shall design or re-design and implement a web site for Client to comply with Florida law, including, but not limited to, section 189.069, Florida Statutes, requiring that special districts operate and maintain an official internet web site. Consultant shall register a domain name in the Client’s name for purposes of establishing the web-site. Details of required content are shown in Exhibit “A”.

**Hosting, Backup and Content Updating:**

Consultant shall provide hosting and backup of Client web site and update content, including minutes, financial statements and events on a monthly basis, or earlier if required by law. Consultant shall be responsible for ensuring Client’s compliance with Florida law, including, but not limited to, section 189.069,



**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Florida Statutes, requiring that special districts operate and maintain an official internet web site throughout the term of this Contract.

**Customization:**

Consultant shall provide programming services to add features / functions which are in addition to those required by statute and are outlined in Exhibit A to this Contract.

**E-mail Services:**

Consultant shall establish and register, if necessary, a domain name (in the Client's name) for purposes of setting up and creating individual e-mail addresses for supervisors, staff or employees as designated by the Client. Services also include ongoing management of e-mail accounts, hosting and backup.

**Additional Services:**

Consultant shall provide additional services, as requested, which may include, but are not limited to: network, phone system and wireless internet design, installation and support, security consultation, IT and computer training, activity tracking, alerts and system monitoring.

**FEE SCHEDULE:**

Fees for services described above shall be as follows:

**Web Site:**

Development of new web site	\$1,500 One-time charge
Re-design of existing web site	\$750 One-time charge
Hosting, Backup & Content Updating	\$100 Monthly
Customization	Upon Request
Termination/Transfer	Not-to-Exceed \$500

**Email:**

Set-up fee for E-mail services	\$500 One-time charge
Ongoing E-mail service (25GB per user)	\$15/month/user

**Additional Services:**

Upon Request

The specific services authorized by acceptance of this Contract are shown in Exhibit "B". Any services not specifically identified in Exhibit "B" will require approval by the District of an additional addendum which will describe such additional services and fees. Any fees "Upon Request" require the District Chairperson's prior approval.

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

**Out-of-Pocket Expenses:**

In addition to professional fees, project related out-of-pocket expenses will be billed at. These expenses include, but are not limited to: airfare, mileage, public transportation, parking, lodging, meals, re-production of documents, long distance telephone, fax, postage, clerical support, computer charges and express mail. These expenses will be invoiced along with fees and will be due and payable according to the same time frames established herein for other invoices. Out-of-pocket expenses shall not exceed \$500 without prior written approval of the District.

Fees and expenses will be invoiced upon completion or monthly, as applicable, and will be due and payable when invoiced.

The monthly fees outlined herein shall be amended annually as reflected in the adopted General Fund Budget of the District. Such new fees, as authorized by the District's action to adopt the General Fund Budget, shall become a binding schedule of this Contract until otherwise changed by a subsequent action of the District.

The one-time charges outlined herein shall be subject to change in the future upon request of the Client for additional services. Such revised one-time charges will be provided to the Client for approval prior to commencement of any additional services.

**CLIENT RESPONSIBILITIES:**

The Client shall furnish all required documents, data and information relative to the project necessary for the Consultant to perform the duties of this Contract. In addition, Client shall provide timely services of its staff deemed necessary as the project progresses. Fees and expenses incurred in providing this support shall be the sole responsibility of the Client; provided, however, that no such fees or expenses shall be charged where the Consultant and/or its affiliate(s) who serve(s) as District Manager or records custodian already hold the required documents, data or information.

**EFFECTIVE DATE; TERM:**

This Contract shall be effective on the date first written above and shall automatically be renewed for successive one-year terms, unless terminated in accordance with the terms herein.

**TERMINATION:**

This Contract may be terminated as follows:

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

- 1) By either party without cause by providing sixty (60) days written notice of termination to the other party.
- 2) By the Client for “good cause” which shall include, but not be limited to, misfeasance, malfeasance, nonfeasance or dereliction of duties by the Consultant. Termination for “good cause” shall be effective immediately upon provision of written notice to Consultant at the address noted herein.
- 3) By the Consultant for “good cause”, which shall include, but is not limited to, failure of the Client to timely pay Consultant for services rendered in accordance with the terms set forth in this Contract, malfeasance, nonfeasance or dereliction of duties by the Client, or upon request or demand by the Board, or any member thereof, for Consultant to undertake any action or implement a policy of the Client which Consultant deems unethical, unlawful or in contradiction of any applicable federal, state or municipal law or rule. Termination for “good cause” shall be effective immediately upon provision of written notice to Client at the address noted herein.

Upon any termination of this Contract, Consultant shall be entitled to payment for all work and/or services rendered up until the effective termination of this Contract, subject to whatever claims or off-sets Client may have against Consultant. Upon any termination of services, Client will continue to own any domain names and web site content, and Consultant will make all reasonable effort to provide for an orderly transfer of the Client’s domain names and web site content to the Client or its designee.

**NON-PAYMENT:**

The failure of Client to pay any amount due within the applicable time frames established herein shall constitute good cause for Consultant to suspend services provided under this Contract until full payment is received.

**NON-CONTINGENCY:**

The payment of fees and expenses, as outlined in this Contract, are not contingent upon any circumstance not specifically outlined in this Contract.

**LEGAL COMPLIANCE:**

Consultant shall, for as long as Consultant is under contract to provide the services described herein, be responsible:

- 1) To insure that the Client’s web site remains in compliance with all applicable Florida law regarding the content and functionality of such web site.

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

- 2) To provide for the long-term storage of email in compliance with all applicable Florida law regarding records retention.

**INSURANCE:**

Consultant will maintain throughout the term of this Contract the following insurance coverage:

- i. Worker's Compensation insurance to cover full liability under worker's compensation laws in effect from time to time in Florida.
- ii. General Liability insurance with the limit of \$1,000,000 Each Occurrence.
- iii. Professional Liability insurance with limits of no less than \$1,000,000.
- iv. Employment Practices Liability insurance with \$1,000,000 limit.
- v. Comprehensive Automobile Liability insurance for all vehicles used by the Consultant's staff, whether owned or hired, with a combined single limit of \$1,000,000.

Except with respect to the Professional Liability and Worker's Compensation insurance policies, Client (and its staff, consultants, and supervisors as applicable) will be listed as additional insureds on each such insurance policy described above. None of the policies above may be canceled during the term of this Contract (or otherwise cause Client to not be named as an additional insured where applicable) without at least sixty (60) days written notice to Client. Consultant will furnish Client with a Certificate of Insurance evidencing compliance with this section upon request.

**GENERAL TERMS AND CONDITIONS:**

- 1) All invoices are due and payable within 45 days of receipt of a proper invoice pursuant to the Local Government Prompt Payment Act, Section 218.70, et seq., Florida Statutes. Any interest on the amounts due is also governed by the Local Government Prompt Payment Act.
- 2) In the event either party is required to take any action to enforce this Contract, the prevailing party shall be entitled to attorney's fees and costs.
- 3) Client's abandonment or suspension of the project shall not relieve the Client of monies due for services rendered to the date of such abandonment or suspension.



**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

Such services shall be billed at the applicable stated rates or full lump sum amounts and will be immediately due and payable upon determination that the project has been abandoned or suspended and that the Consultant has performed the services as outlined herein.

- 4) Ownership of web site, content, domain name and e-mail addresses, under all circumstances is that of the Client.
- 5) This Contract shall be interpreted in accordance with and shall be governed by the laws of the State of Florida.
- 6) In the event that any provision of this Contract shall be determined to be unenforceable or invalid by a Court of Law, such unenforceability or invalidity shall not affect the remaining provisions of the Contract which shall remain in full force and effect.
- 7) Any and all records related to this Contract and the services provided hereunder may constitute public records pursuant to Florida law, and the Consultant agrees to comply with all applicable provisions of Florida law, including, but not limited to, section 119.0701, Florida Statutes.
- 8) To the extent allowable under applicable law (but without waiving any limitations of liability) and except and to the extent caused by the negligent or intentionally wrongful acts or omissions of the Consultant, Client agrees to indemnify, defend, and hold the Consultant harmless from and against any and all claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Consultant may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the Client and this Agreement. The indemnification provided for herein shall not be deemed exclusive of any other rights to which the Consultant may be entitled and shall continue after the Consultant has ceased to be engaged under this Contract.  
To the extent allowable under applicable law and except and to the extent caused by the negligent or intentionally wrongful acts or omissions of the Client, the Consultant agrees to indemnify, defend, and hold the Client harmless from and against any and all claims, actions, suits, demands, assessments or judgments asserted and any and all losses, liabilities, damages, costs, court costs, and expenses, including attorney's fees, that Client may hereafter incur, become responsible for, or be caused to pay out arising out of or relating to the negligent or intentionally wrongful acts or omissions of the Consultant and this Agreement. The indemnification provided for herein shall not be deemed exclusive of any

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

other rights to which the Client may be entitled and shall continue after the Consultant has ceased to be engaged under this Contract.

Nothing herein shall be construed to limit Client's sovereign immunity limitations of liability provided in section 768.28, Florida Statutes or other applicable law.

This Contract shall represent the entire agreement between the Consultant and the Client. Both Consultant and Client understand and agree with the terms and conditions as set forth herein.

**ACCEPTED BY:**

**CORDOBA RANCH COMMUNITY DEVELOPMENT  
DISTRICT**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**RIZZETTA TECHNOLOGY SERVICES, LLC**

BY: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

**EXHIBIT “A”**

**Required Web Site Content**

Pursuant to section 189.069, Florida Statutes, special district web sites will be required to include and make available the following information or documents:

1. The full legal name of the special district.
2. The public purpose of the special district.
3. The name, address, email address, and the term for each member of the governing body of the special district.
4. The fiscal year of the special district.
5. The full text of the special district's charter and the statute under which the special district operates, any grant of special powers, the date of establishment, and the establishing entity.
6. The mailing address, email address, telephone number, and internet web site uniform resource locator of the special district.
7. A description of the boundaries, or service area of, and the services provided by the special district.
8. A listing of all taxes, fees, assessments, or charges imposed and collected by the special district, including the rates or amounts for the fiscal year and the statutory authority for the levy of the tax, fee, special assessment, or charge.
9. The primary contact person for the special district for purposes of communication from the Department of Economic Opportunity.
10. A code of ethics adopted by the special district, if applicable, and a hyperlink to generally applicable ethics provisions.
11. The adopted budget of the special district, in addition to budget amendments in accordance with section 189.418, Florida Statutes.
12. The final, complete audit report for the most recent completed fiscal year and other audit reports required by law or authorized by the governing body of the special district.

**CONTRACT FOR TECHNOLOGY SERVICES  
CORDOBA RANCH COMMUNITY DEVELOPMENT DISTRICT**

**EXHIBIT “B”**

Service(s) Included:

Web Site:

New site	\$1,500	Y	N
Re-Design existing site	\$750	Y	N
Monthly Hosting, Backup and Content Updating	\$100	Y	N
Customization	Upon Request	Y	N

E-Mail:

Set-up for E-mail service	\$500	Y	N
Ongoing E-mail service (25GB per user)			

Number of users:

Board Members:	_____	@ \$15/month/user
On-site Staff	_____	@ \$15/month/user
Other Staff	_____	@ \$15/month/user